



Republic of the Philippines Department of Migrant Workers

OVERSEAS WORKERS WELFARE ADMINISTRATION Regional Welfare Office - MIMAROPA

8th Floor - Marc 2000 Tower, 1973 Taft Avenue Corner San Andres, Malate, Manila Tel. No.: (02) 8353-9016 | (02) 8353-8986 | Email: region4b@owwa.gov.ph

> **P.R. No.:** 2025-06-0151 **Date:** 2-Jul-2025

	REQUEST FOR QU	<u>JOTATIOI</u>	N PROPC	<u> ISAL</u>		
	NY NAME:					
To who	m it may concern:					
herein, signed b Tower,	quote your lowest price/s (taxes included) on the lost stating the shortest time of delivery and submit you by your official representative to Overseas Workers 1973 Taft Avenue Corner San Andres, Malate, Mani 2025@ 5:00 PM. LOURISSE V. DULFO Supply Officer (Designate)	ur quotatio Welfare A	on using you dministrati	ur company letterho on - MIMAROPA, 8t <u>GERALD ¹</u>	ead or this for	m duly c 2000
PROJEC	T TITLE NAME: INFORMATION CARAVAN ON REIN	TEGRATIO	N			
ITEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET FOR CONTRACT	UNIT COST	TOTAL COST
1	Meals (AM Snacks, Lunch, PM Snacks)	50	pax	32,500.00		
2	Venue w/ Decoration (50 pax)	1	unit	15,000.00		
	Inclusion:					
	Sound System					
	Microphone (2)					
	Projector w/White Screen					
	Stable Wifi					
	Table & Chairs					
	Free Flowing Coffee, Water & Tea					
	Date of activity: July 18, 2025					
	Place of activity: Sablayan, Occidental Mindoro					
****	**** Nothing Follows ****	****	****	****	****	****
XXXX	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	ning Follow	/S XXXXXXXX	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	(XXXXXXXXXXXXX	XXXXXXX
	y Date: July 18, 2025 of Payment: alidity:					
Additional Documentary Requirements: 1. Updated Philgeps Certificate or Registration Number 2. Valid Mayor's Business Permit		Company Name				
3. Latest BIR Registration4. Omnibus Sworn Statement - Submitted within five(5) days upon acceptance of NOA (Notice of Award)		Signature over Printed Name Authorized Representative				
		Designation				

Company Tel. | Fax | Mobile No.

Date

Note: Bidders may also submit their bid proposal and

supporting documents throug email address:

region4b@owwa.gov.ph





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GENERAL CONDITIONS:

- 1. Entries must be typewritten | if handwritten, it must be clear and legible;
- 2. Bidders must submit certificate of PHILGEPS Registration;
- 3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.);
- 4. All quotation can be submitted through the following means: a) in a SEALED ENVELOPE, or b) thru ELECTRONIC MAIL, or c) FACSIMILE. Label the envelope with the following:
 - a. Bidder's Company Name
 - b. PHILGEPS Reference No.
 - c. Project Title | Name
 - d. PR No.
- 5. Item(s) delivered must have warranties for unit replacements, parts, labor or other services;
- 6. Quoted prices must be inclusive of taxes and shall not exceed the Approved Budget for the Contract (ABC);
- 7. Proposal | Quotation submitted without signature of the authorized signatory shall not be accepted;
- 8. Proposal I Bid modifications submitted beyond the scheduled deadline shall not be considered;
- 9. Price quoted | submitted on the deadline shall be considered as final and unalterable;
- 10. Use of non-discretionary | non-discriminatory selection criteria as tie-breaking method in case of two or more bidders determined and declared as the Lowest Calculated and Responsive Bidder (LCRB) in accordance with GPPB Circular No. 06-2005;
- 11. The OWWA reserves the right to accept or reject any bid, to annul the bidding process, and to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.