



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

REQUEST FOR QUOTATION

Date: 8/16/2022
Quotation No:2022-0141

Company Name: _____
Address: _____
Business Permit No.: _____
TIN: _____
PhilGEPS Registration No.(required): _____

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure for the **PRINTING OF COVID-19 VACCINATION FORMS** which will be undertaken in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No.9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than the **DEADLINE on August 22, 2022.**

A copy of the following documents are also required to be submitted along with your quotation/proposal:

1. Mayor's/Business Permit: (Certified True Copy)	4. PhilGEPS Registration (Certified True Copy)
2. Latest Income/Business Tax Return, (Certified True Copy)	5. Certificate of Registration (Certified True Copy)
3. Accomplished and Notarized Omnibus Sworn Statement (Original)	

Quotations/Proposals may be submitted to the BAC SEC of the City Government of Muntinlupa.

For any clarification, you may contact **Bids & Awards Committee** at telephone no.(02)8861-1127



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CERT. CODE : QMS0708041506KA-001

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INSTRUCTIONS:
 (2) Do not alter the contents of this in any way.
 (3) technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
 (4) Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Procurement Project	Approved Budget for the Contract (ABC)
PRINTING OF COVID-19 VACCINATION FORMS	One Hundred Seven Thousand Five Hundred Pesos (Php107,500.00)

Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
		COVID-19 VACCINATION FORMS FOR RISO PRINTING			
30	ream	Pediatric Vaccination (5-17 taong gulang) Health Declaration Screening Form para sa Pfizer 8.5 x 13" single print			
30	ream	Pediatric Vaccination (5-17 taong gulang) Informed Consent Form at Assent Form para sa Pfizer 8.5 x 13 back to back print			
30	ream	Pediatric Vaccination (12-17 taong gulang) Additional/Booster dose Health Declaration Screening Form para sa Pfizer 8.5 x 13" back to back print			
30	ream	Pediatric Vaccination (12-17 taong gulang) Additional/Booster dose Informed Consent Form at Assent Form para sa Pfizer 8.5 x 13 back to back print			
30	ream	Informed Consent Form para sa pangalawang Additional/Booster Dose 8.5 x 13 back to back print			
20	ream	Informed Consent Form for Booster Doses 8.5 x 13 back to back print			
20	ream	Vital signs Record 8.5 x 13 single print			



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Your Quotation						
Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
		COVID-19 VACCINATION FORMS FOR RISO PRINTING				
30	ream	Pediatric Vaccination (5-17 taong gulang) Health Declaration Screening Form para sa Pfizer 8.5 x 13" single print				
30	ream	Pediatric Vaccination (5-17 taong gulang) Informed Consent Form at Assent Form para sa Pfizer 8.5 x 13 back to back print				
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20	ream	Informed Consent Form for Booster Doses 8.5 x 13 back to back print				
20	ream	Vital signs Record 8.5 x 13 single print				
		TOTAL		107,500.00	Total Offered quotation (in Php)	Php _____



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TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders must quote for all or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The Item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The GSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

Signature over Printed Name

Position/Designation

Office Telephone No.

Mobile Phone No./Fax No.

Email address/es



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