



BASES CONVERSION AND DEVELOPMENT AUTHORITY

2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City

Tel. No. 8575-1700 loc. 1782/1784

Email: samateo@bcda.gov.ph

REQUEST FOR QUOTATION

Company Name: _____

Date : **9 July 2024**

PR #: **PR0000680**

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than **16 July 2024**.
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or the immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the govt., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.


STEFANY MATEO
Canvasser


ALMIRA CLARIANES
Chief Administrative Officer

TO: BCDA HEAD OF PROCUREMENT						
Per Request, Below is/are the price(s) of the article(s)/services(s) as indicated under Unit Price:						
QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D = B + C)	TOTAL AMOUNT (AxD)
250	PIECE	LAPTOP SLEEVE Specifications: Material: Vegan leather Colors: Brown and Black Size: 10" (H) x 15" (L) With BCDA and New Clark City logo (debossed) With customized packaging and gift card (ABC Php400.00 per Pc.) SUBMIT ACTUAL SAMPLE				
250	PIECE	VEGAN LEATHER TOTE BAG Specifications: Material: Vegan leather Colors: Brown and Black Size: 11" (H) x 14.5" (L) With BCDA and New Clark City logo (debossed) With customized packaging and gift card (ABC Php400.00 per Pc.) SUBMIT ACTUAL SAMPLE				
250	PIECE	STRETCH SOFTSHELL JACKET Specifications: Materials: 96 Polyester, 4% Spandex, Microfleece-lined color block softshell Waterproof to 1,000 mm Reverse coil zipper at front center & alongside pockets Elasticized cuffs Angled zip chest pocket Locker loop Colors: Black (125pcs.) and Dark Gray (125pcs.) Full embroidered BCDA and New Clark City logos (two colors) Sizes: Small-50, Medium-50, Large-75, XL-75 (ABC Php1,000.00 per Pc.) SUBMIT ACTUAL SAMPLE				



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200	PIECE	CORPORATE NOTEBOOK Specifications: Material: Felt or Faux Leather Color: Black (100pcs.) and Dark blue (100pcs.) Size: 8.5" (H) x 5.5" (W) Design elements: 1. Athletics Stadium on spot UV (100pcs.) 2. Aquatics Center on spot UV (100pcs.) 3. Debossed/embossed BCDA and New Clark City Logos Packaging: with individual pouch Others: 1. With inside pockets to insert notebook fillers; 2. Should be refillable; 3. Pages should be generic/no date and without lines 4. With short description of the cover 5. Designs to be supplied by BCDA (ABC Php450.00 per Pc.) SUBMIT ACTUAL SAMPLE				
300	PIECE	PASSPORT HOLDER AND LUGGAGE TAG TRAVEL SET Specifications: Material: Faux/vegan leather Color: Black (150pcs.) and Dark brown (150pcs.) Debossed/embossed BCDA and New Clark City Logos Packaging: Individual pouch with BCDA/New Clark City logos With packaging box (ABC Php450.00 per Pc.) SUBMIT ACTUAL SAMPLE				

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500	PIECE	ECO BAG Specifications: Material: Muslin/Katsa Size: 42.5cm (H) x 26cm (W) x 11cm (D) Color: Dark Blue Branding: With BCDA (full white) and New Clark City (two color) logos printed With zipper (ABC Php120.00 per Pc.) SUBMIT ACTUAL SAMPLE				
50	ROLLS	RIBBONS, BCDA AND NEW CLARK CITY PACKAGING SUPPLIES #1 Specifications: Grosgrain type Color: Black (25pcs.) and BCDA Blue (25pcs.) Size: 1 inch wide Branding: with BCDA and New Clark City Logo printed Others: 1. Two-color printing (for logo) (ABC Php500.00 per Roll)				
250	PIECE	KRAFT BAGS, SMALL PACKAGING SUPPLIES #2 Specifications: Color: Black With BCDA (full white) and/or New Clark City Logos (white and orange) Plain Rope Handle Thick Kraft paper: 120-150 GSM Matte Finish Sizes: Small Vertical (20x28x10 cm) (ABC Php100.00 per Pc.)				



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600	PIECE	KRAFT BAGS, MEDIUM, VERTICAL & HORIZONTAL PACKAGING SUPPLIES #2 Specifications: Color: Black With BCDA (full white) and/or New Clark City Logos (white and orange) Plain Rope Handle Thick Kraft paper - 120-150 GSM Matte Finish Sizes: Medium - Vertical (20x28x10cm) - 300 pcs. Medium - Horizontal (30x40x10cm) - 300 pcs (ABC Php130.00 per Pc.)				
150	PIECE	KRAFT BAGS, LARGE PACKAGING SUPPLIES #2 Specifications: Color: Black With BCDA (full white) and/or New Clark City Logos (white and orange) Plain Rope Handle Thick Kraft paper - 120-150 GSM Matte Finish Sizes: Large (25x37x11cm) (ABC Php150.00 per Pc.)				
1500	PIECE	CUSTOM GIFT TAG PACKAGING SUPPLIES #3 Specifications: Color: White and Dark Blue With BCDA (full white) and/or New Clark City Logos (white and orange) Size: 8.5cm x 5.5cm Cardstock: at least 350gsm Full-color print (ABC Php10.00 per Pc.)				



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1000	PIECE	CUSTOM GIFT WRAPPER Specifications: Size per sheet: 75cm x 100cm Thickness: 80 gsm Full-color print for patterns (ABC Php40.00 per sheet)				
				TOTAL AMOUNT		P

KINDLY SEE THE ATTACHED SAMPLE PICTURES FOR REFERENCE.

Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
 - 2) PhilGEPS Registration No.
 - 3) BIR Certificate of Registration (BIR Form 2303)
 - 4) Income/Business Tax Return if the ABC is above 500k
 - 5) Omnibus Sworn Statement and Proof of Authorization
- (Upon notification of Notice of Award-winning bidder must submit the duly NOTARIZED OSS and Proof of Authorization e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)

Terms and conditions:

- Price : **(Inclusive of all applicable taxes)**
- Payment : **NET Thirty (30) working days**
- Delivery : **30 day/s (upon Approval of Final Sample)**
- Validity of price : **one month**
- Warranty : **at least one (1) year**

We hereby certify, that we have prepared, checked and reviewed this quotation. This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/Date

Immediate Supervisor

Telephone / Fax Number