

**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: gvlovendino@bcda.gov.ph

**REQUEST FOR QUOTATION**

Company Name: \_\_\_\_\_

Date : **14 February 2025**

PR #: **PR0001145**

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 **21 February 2025**.
- 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.*

  
**GLIZER IRIS LOVENDINO**  
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)
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Philippine Daily Inquirer - Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (The Philippine Star- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Manila Bulletin- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Manila Standard Today- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Manila Times- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Malaya Business Insight)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Daily Tribune- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				

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365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Business World- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00				
365	ITEM	SUBSCRIPTION NEWSPAPERS/TABLOIDS/MAGAZINES (Business Mirror- Monday-Sunday/Holiday)  ABC per piece is PHP 60.00  TOTAL ABC IS PHP 197,100.00				
				<b>TOTAL AMOUNT</b>		<b>P</b>

PLEASE QUOTE FOR ONE (1) LOT (SUPPLY AND DELIVERY FOR ONE YEAR)

Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement
- 4) Business/Income Tax Return (If the ABC is above 500k)
- 5) BIR Certificate of Registration (BIR Form 2303)

Note: A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the duly notarized Omnibus Sworn Statement (OSS) within 5 working days upon notification of the Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.

Delivery Address: BCDA Corporate Center, 31st St., corner 2nd Ave., Bonifacio Global City, Taguig City

Other Information



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**GLIZER IRIS LOVENDINO**  
Canvasser

  
**ALMIRA CVARIANES**  
Chief Administrative Officer

Please submit quotation together with your PhilGEPS Registration, BIR Registration, Mayor's Permit and Omnibus Sworn Statement to BCDA Reception Area, 2/F Bonifacio Technology Center, 31st St. Corner 2nd ave, Bonifacio Global City, Taguig City or email at gvlovendino@bcda.gov.ph

Bids should be inclusive of all applicable taxes and any other fees.

Bids over the approved budget for the contract shall be automatically disqualified.

The contract shall be awarded to the supplier with the Lowest Calculated Bid during the evaluation procedure.

(You may use the attached pro-forma RFQ-Request for Quotation and Omnibus Sworn Statement found in Associated Components)

BCDA reserves the right to accept and reject any or all of the quotations received formally, waive minor defects in forms and requirements, or to accept quotations/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

**TERMS AND CONDITIONS:**

- Payment: Thirty (30) working days
- Delivery: Calendar days (please specify)
- Validity of price: One (1) month

Look for Mr. Glizer Iris V. Lovendino at tel. no. 575-1784/1784 or 092728292016

**Terms and conditions:**

- Price : **(Inclusive of all applicable taxes)**
- Payment : **30 calendar days**
- Delivery : **SEE ATTACHED TERMS OF REFERENCE**
- Validity of price : **one month**
- Warranty : **N/A**

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