



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION XIII (CARAGA REGION)
1559 Matimco Bldg., Km.4, Libertad, Butuan City
Telefax. Nos. (085) 342-2134/815-1299
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**REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT OF GOODS AND SERVICES**

RFQ No. 2015-004

The Department of the Interior and Local Government - Region 13 (DILG-13), through its Bids and Awards Committee (BAC), invites interested suppliers to submit their quotation for **Promo Collaterals to be used During the Conduct of the Component 5:WEMBOREE for DRR "A Disaster Resiliency Camp" of the Operation Listo** with an Approved Budget for the Contract (ABC) of Two Hundred Eighty-Two Thousand Two Hundred Eighty-Seven Pesos and Fifty Centavos Only (**P282,287. 50**) which the entity will procure through Small Value Procurement in accordance with 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Deliverables:

A. Location

The suppliers shall be based in Butuan City.

B. DATE

The delivery dates shall be February 27, 2015 for 50% of the goods and the other 50% on March 6, 2015.

C. Item Requirements:

Item No.	Unit	Item Description	Total Cost
1	Lot	T-Shirt (please see attached "Annex C" for the specification)	75,000.00
2	Lot	Cap (please see attached "Annex D" for the specification)	75,000.00
3	Lot	Baller Band (please see attached "Annex E" for the specification)	7,287.50
4	Lot	USB (please see attached "Annex F" for the specification)	125,000.00

The supplier may quote for a specific Lot or any Lot or all Lots.

D. PAYMENT ARRANGEMENT:

The DILG shall pay the supplier **after 100% delivery of the items.**

DILG 13 now invites legally, technically, and financially capable provider to submit quotation for the supplies.

Sealed quotations and documentary requirements (Annex "B") must be delivered/submitted to the address below on or before February 13, 2015 at 8:30 AM. Late proposal shall not be accepted.

**THE BIDS AND AWARDS COMMITTEE
DILG-REGIONAL OFFICE XIII
1559 MATIMCO BLDG., KM 4
LIBERTAD, BUTUAN CITY**

The DILG 13 reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact **Atty. Allen M. Gasulas**, Head, BAC Secretariat at (085) 342-2134 or (085) 815-1299.


CHARISSA D. GUERTA
Chairperson, BAC

Annex "A"

Item No.	Item Description	QTY	Unit
1	T-Shirt <i>(please see attached "Annex C" for the specification)</i>	500	Lot
2	Cap <i>(please see attached "Annex D" for the specification)</i>	500	Lot
3	Baller Band <i>(please see attached "Annex E" for the specification)</i>	500	Lot
4	USB <i>(please see attached "Annex F" for the specification)</i>	500	Lot

PRICE QUOTATION FORM

Date

The Bids and Awards Committee
Department of the Interior and Local Government
Regional Office 13
Libertad, Butuan City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Item No.	Unit	Item Description	QTY	PRICE
1	Lot	T-Shirt (please see attached "Annex C" for the specification)	500	
2	Lot	Cap (please see attached "Annex D" for the specification)	500	
3	Lot	Baller Band (please see attached "Annex E" for the specification)	500	
4	Lot	USB (please see attached "Annex F" for the specification)	500	

GRAND TOTAL _____

For eligibility consideration, bidder is requested to submit the following: (i) Mayor's Permit; (ii) DTI or SEC Registration Certificate; and (iii) PhilGEPS Registration, together with this price quotation form.

Amount in Words)

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Annex "C"

OPERATION LISTO T-SHIRT

- **ITEM:** T-Shirt
- **SIZE:** Free Size
- **COLOR:** Blue
- **MATERIAL:** 100% cotton
- Logos should be placed on the left side
 - DILG Logo first
 - To be followed by the OPERATION LISTO LOGO

SAMPLE:



Annex "D"

OPERATION LISTO CAP

- ITEM : CAP
- SIZE : FREE SIZE
- MATERIAL : Polycanvass
- COLOR : Navy Blue
- PRINT : Full color

SAMPLE:



Annex "E"

OPERATION LISTO BALLER BOND

- ITEM: Baller Bond
- SIZE: 202mm or 7.95inch in circumference
- COLOR: Blue
- MATERIAL: Rubber
- Logos should be placed on the left side
 - DILG Logo first
 - To be followed by the OPERATION LISTO LOGO
 - The OPERATION LISTO word must be engraved

SAMPLE:



Annex "F"

OPERATION LISTO USB

- ITEM: Flip Card USB Flash Drive
- SIZE: 4Gigabites, dimension: 2.215 x 3.375 x 1.125mm (54 x 87 x 1mm)
- COLOR: Full Color
- High Speed USB 2.0, 1.1 Compatible
- Flip fold for easy access durable design