PHILIPPINE COMPETITION COMMISSION
Ensuring businesses compete and consumers benefit

25/F Vertis North Corporate Center 1,
North Avenue, Quezon City 1105
www.phcc.gov.ph
queries@phcc.gov.ph
(+632) 8771 9722

REQUEST FOR QUOTATION

Printing of Various PCC Information Education and Communications (IECs)

P.R. No./Date Received: **2025-05-0077 / 08 May 2025** RFQ/P No. / Date: **2025-05-0072/ 14 May 2025**

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached ***Technical Specifications*** subject to the Terms and Conditions and within the **Approved Budget for the Contract.**

Required Documents/Information to be submitted as Attachments to the Proposal:

- Valid Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Latest Income/Business Tax Return (Required to be submitted if the total Amount of ABC to be bid is Above PhP500,000.00)
- Notarized Omnibus Sworn Statement
- Signed Technical Specifications
- Signed Request for Quotation

This pro-forma quotation maybe submitted through ***registered*** or ***electronic mail*** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to ***procurement@phcc.gov.ph*** or (assigned PBAC Sec email ***jsarevalo@phcc.gov.ph)*** on or before **20 May 2025, 12:00 NN** subject to the following *Terms and Conditions:*

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed ***Technical Specifications***
10. Please note that the award of the procurement is on a **per item basis.**
11. This project adopts the 2016 Revised Implementing Rules anf Regulations of RA 9184.

Very truly

ATTY. JOSEPH MELVIN B. BASAS
Chairperson, Bids and Awards Committee

Item No.	QTY	Unit	ABC		Project Title	Unit Cost (PhP)	Total Amount (PhP)
						(To be filled out by the supplier)	
			Unit Cost	Total	**Printing of Various PCC Information Education and Communications (IECs)**		
1	10	Lot	₱ 2,160.00	₱ 21,600.00	Printing of Annual Report 2024 (Digital)		
	1,000		₱ 195.00	₱ 195,000.00	Printing of Annual Report 2024 (Offset)		
2	2,000	Lot	₱ 35.00	₱ 70,000.00	Printing of Handbook for the General Public		
3	3,000	Lot	₱ 32.00	₱ 96,000.00	Printing of Primer		
4	2,000	Lot	₱ 65.00	₱ 130,000.00	Printing of Competition Compliance Program Toolkit		
5	3,000	Lot	₱ 45.00	₱ 135,000.00	Printing of Infokit Folder		
6	10,000	Lot	₱ 2.80	₱ 28,000.00	Printing of PCC Brochure		
					(Please see attached Technical Specifications)		
Total ABC (Per Item)				₱ 675,600.00	**TOTAL Amount :**		
Delivery Instructions:					*(Please see attached Technical Specifications)*		

*(Please provide **complete** information below)*

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____
Designation/Position : _____
Name of Company : _____
Address : _____
Telephone / Fax : _____
E-mail Address: _____
Company Tax Identification Number : _____

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TECHNICAL SPECIFICATIONS
PRINTING OF VARIOUS PCC IECs

NO.	QTY.	UNIT	DESCRIPTION/MINIMUM SPECIFICATION
1	1,010	copies	**2024 ANNUAL REPORT:** ***Digital Printing*** • *Quantity*: 10 copies (excluding mock-ups) • *Pages:* 80-88 pages • *Dimensions*: ○ A4 - 11.7 inches (H) x 8.25 inches (W) - folded ○ A3 - 11.7 inches (H) x 16.53 inches (W) - spread • *Materials:* ○ Cover: Matte or C2S 220 lbs. ○ Inside pages: Matte 120 lbs. • *Color:* Full color/full bleed (cover and inside pages) • *Process:* Digital Printing • *Binding:* Perfect Binding • *Note:* Two (2) mockup copies shall be provided by the supplier two (2) business days after receipt of the file from the end user. Complete number of copies shall be delivered within five (5) business days upon approval of the mock-up provided by the Supplier. • *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement. ***Offset Printing*** • *Quantity*: 1,000 copies (excluding mock-ups) • *Pages:* 80-88 pages • *Dimensions*: ○ A4 - 11.7 inches (H) x 8.25 inches (W) - folded ○ A3 - 11.7 inches (H) x 16.53 inches (W) - spread • *Materials:* ○ Cover: Matte or C2S 220 lbs. ○ Inside pages: Matte 120 lbs. • *Color:* Full color/full bleed (cover and inside pages) • *Process:* Offset Printing • *Binding:* Perfect Binding • *Note:* Two (2) mockup copies shall be provided by the supplier five (5) business days after receipt of the file from the end user. Complete number of copies shall be delivered within fifteen (15) business days upon approval of the mock-up provided by the Supplier.

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			• *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement.

2	2,000	copies	**HANDBOOK FOR THE GENERAL PUBLIC:**
			• *Quantity*: 2,000 copies (excluding mock-ups)
			• *Dimensions*:
			  ○ A5 - 5.83 inches X 8.27 inches - folded
			  ○ A4 - 8.27 inches X 11.69 inches - spread
			• *No. of pages:* 36 (including front and back cover pages)
			• *Materials:*
			  ○ Cover: Matte or C2S 220 lbs.
			  ○ Inside pages: Book paper 120 gsm
			• *Color:* Full color/full bleed (cover and inside pages)
			• *Process:* Offset Printing
			• *Binding:* Saddle Stitch Binding
			• *Fold:* Single Fold
			• *Note:* Two (2) mockup copies shall be provided by the supplier two (2) business days after receipt of the file from the end user. Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the Supplier.
			• *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement.

3	3,000	copies	**PRIMER:**
			• *Quantity*: 3,000 copies (excluding mock-ups)
			• *Dimensions*:
			  ○ A5 - 5.83 inches X 8.27 inches - folded
			  ○ A4 - 8.27 inches X 11.69 inches - spread
			• *No. of pages:* 40 (including front and back cover pages)
			• *Materials:*
			  ○ Cover: Matte or C2S 220 lbs.
			  ○ Inside pages: Book paper 120 gsm
			• *Color:* Full color/full bleed (cover and inside pages)
			• *Process:* Offset Printing
			• *Binding:* Saddle Stitch Binding
			• *Fold:* Single Fold
			• *Note:* Two (2) mockup copies shall be provided by the supplier two (2) business days after receipt of the file from the end user. Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the Supplier.
			• *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement.

4	2,000	copies	**COMPETITION COMPLIANCE PROGRAM TOOLKIT:** • *Quantity*: 2,000 copies (excluding mock-ups) • *Dimensions*: ○ A5 - 5.83 inches X 8.27 inches - folded

			○ A4 - 8.27 inches X 11.69 inches - spread • *No. of pages:* 72 (including front and back cover pages) • *Materials:* ○ Cover: Matte or C2S 220 lbs. ○ Inside pages: Book paper 120 gsm • *Color:* Full color/full bleed (cover and inside pages) • *Process:* Offset Printing • *Binding:* Perfect Binding • *Note:* Two (2) mockup copies shall be provided by the supplier two (2) business days after receipt of the file from the end user. Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the Supplier. • *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement.
5	3,000	pieces	**INFOKIT FOLDER:** • *Quantity*: 3,000 pieces (excluding mock-ups) • *Dimensions*: ○ 9 inches X 14 inches folded ○ Tri-fold • *Materials:* ○ Main folder and pockets: C2S (coated on 2 sides), matte, 300+ gsm laminated ○ With special/custom cuts (die-cut) and gluing • *Color:* Full color • *Note:* Two (2) mockup copies shall be provided by the supplier two (2) business days after receipt of the file from the end user. Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the Supplier. • *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement.
6	10,000	pieces	**PCC BROCHURE:** • *Quantity:* 10,000 pieces (excluding mock-ups) • *Size:* 8.7 x 12 inches (spread) • *Stock:* C2S 70 lbs. • *Sets*: 1 page (back-to-back) • *Color:* Full color • *Binding:* Loose • *Process:* Offset printing • *Folding:* Trifold (2 folds/3 panels) • *Note:* Two (2) mockup copies shall be provided by the supplier two (2) business days after receipt of the file from the end user. Complete number of copies shall be delivered within ten (10) business days upon approval of the mock-up provided by the Supplier.

			• *Others:* Delivered items that are non-compliant with the specifications and the approved mock-up will be returned for outright replacement.

Prepared by:

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Conforme:

_____
Name and Signature of Authorized Representative

_____
Designation

_____
Name of Company

_____
Date