

REQUEST FOR QUOTATION

Newspaper Print Subscription

P.R. No./Date Received: 2025-03-0055 / 18 March 2025

RFQ/P No. / Date: 2025-03-0042 / 21 March 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 Quotation:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Notarized Omnibus Sworn Statement
- Signed Request for Quotation
- Signed Technical Specifications

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 mrfaivtngao@phcc.gov.ph on or before March 25, 2025, 2:00PM 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 *Request For Quotation*
10. The award of the procurement shall be on a *per lot* basis.

Very truly yours,

[confidential]

IRA
PBAC Head Secretariat [confidential]

Item	QTY	ABC	ITEMS	Unit Price	Total Amount
				(To be filled-out by the supplier)	
1	394	P 15,760.00	Philippine Daily Inquirer (Weekdays)		
2	78	P 3,120.00	Philippine Daily Inquirer (Weekend)		
3	394	P 15,760.00	Philippine Star (Weekdays)		
4	78	P 3,120.00	Philippine Star (Weekend)		
5	394	P 15,760.00	Business World (Weekdays)		
6	275	P 11,000.00	Business Mirror (Weekly)		
(Please see Specifications/Important Instructions)					
Total ABC		P 64,520.00	TOTAL Amount: (Lot purchase):		
Delivery Instructions:				(Deliver within 10 Business Days after receipt of the Job Order)	

(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 : _____



COMMUNICATIONS AND KNOWLEDGE MANAGEMENT OFFICE

SPECIFICATIONS / IMPORTANT INSTRUCTIONS FOR PRINT NEWSPAPER SUBSCRIPTION:

Note:

1. The supplier shall return the conformed Job/Purchase Order within three (3) business days from issuance of PCC.
2. Newspaper delivery shall be within ten (10) business days upon PCC's receipt of the signed Job/Purchase Order from the supplier
3. Newspapers must be delivered to the PCC building on or before 8:00 AM, Monday-Friday (except holidays).
4. Pro-rated monthly payment based on the actual delivery of copies.
5. Payment to the supplier shall be made 15 calendar days after activation of the subscription AND submission of complete documents:
 - Valid Mayor's / Business Permit / Certificate of BIR Registration for individual
 - PhilGEPS Registration Number (printed proof of registration)
 - Notarized Omnibus Sworn Statement
 - Purchase Order/Job Order/Contract duly approved by the PCC Head of Procuring Entity (HoPE) and concurred by the supplier
 - Sales Invoice (SI) / Billing Statement / Statement of Account (SOA), and Delivery Receipt (DR) if applicable, duly signed by the supplier/distributor/contractor and duly received by the PCC authorized official
 - Other applicable procurement related document/s (as may be required by Accounting Division)
6. The subscription is from April until December 31, 2025.

See below specifics, for more details:

Item Description	Quantity	
	No. of copies	No. of days
Purchase of Newspaper		
Philippine Daily Inquirer (Mon-Fri)	394	197
Philippine Daily Inquirer (Sat-Sun)	78	78
Philippine Star (Mon-Fri)	394	197
Philippine Star (Sat-Sun)	78	78
Business World (Mon-Fri)	394	197
Business Mirror (Mon-Sun)	275	275



7. Information Security and Non-Disclosure Agreement

To ensure the Philippine Competition Commission (PCC) maintains a high standard of information security when engaging with third-party providers, all suppliers are required to comply with the established PCC Information Security Management System (ISMS). These requirements are outlined in the Supplier Security Policy (POL-PCCGSD 02-03) and related ISMS policies and procedures.

All data, documents, records, configuration files, and metadata (collectively referred to as "Information") provided to the supplier(s) for the purpose of delivering services are considered confidential and remain the exclusive property of PCC. The supplier(s) shall recognize the critical importance of maintaining the security and confidentiality of the Information and agree to prevent its unauthorized transfer, disclosure, or use by any third party. The supplier(s) shall not use the Information for any purpose other than to perform the agreed-upon services. Furthermore, the supplier(s) shall ensure that, upon completion of the service, they will not retain any portion of the Information in any form whatsoever.

The following must be submitted after the issuance of Notice of Award or Purchase Order or Job Order:

- Notarized Non-Disclosure Agreement
- Notarized Data Sharing Agreement (if applicable)
- Project Risk Management Plan

Prepared by:

[confidential]

Lea C. Gomez
Information Officer, CKMO

Noted by:

[confidential]

Ferdinand L. Paguia
Acting Director IV, CKMO

[confidential]

CONFORME