



Republic of the Philippines

**NATIONAL PRIVACY COMMISSION**

Philippine International Convention Center (PICC), 5<sup>th</sup> Floor East Banquet Hall, Delegation Bldg. PICC Complex  
Pasay City

**REQUEST FOR QUOTATION (Production of Customized Canvass Tote Bags)**

Date: 9 June 2018

**NOTICE TO ALL PROVIDERS/SUPPLIERS:**

The National Privacy Commission intends to procure customized canvass tote bags.

As such, the provider or supplier of known qualifications is hereby invited to submit their quotations/price proposals not later than **13 June 2018**.

The service provider must also submit the following requirements:

1. Mayor’s Permit issued by the city or municipality where the principal place of business of the prospective bidder is located;
2. PhilGEPS Registration Number;
3. Income Tax Return; and
4. Omnibus Sworn Statement

Please submit your formal proposal duly signed by your representative through email, [joel.pagtulingan@privacy.gov.ph](mailto:joel.pagtulingan@privacy.gov.ph) or via sealed envelope or the option of the supplier, attention to:

**Gelle D. Baligod**  
BAC Secretariat Head  
National Privacy Commission  
0945-8099-449

Item	Unit	QTY	Description/Specifications	Approved Budget of the Contract	
				Unit Price	Total
			<b>TECHNICAL SPECIFICATIONS</b>		
1	pieces	4500	<b>Production of Customized Canvass Tote Bags</b> <i>Please see attached Terms of Reference</i>	<b>Php100.00</b>	<b>Php450,000.00</b>

- I. All prices shall be VAT inclusive.
- II. All quotations shall be written with the company’s letterhead.
- III. Delivery shall be made on or before June 25, 2018.
- IV. Payment shall be prepared through Advice to Debit Account upon completion of deliveries and receipt of the supplier’s Statement of Account, subject to deduction of applicable taxes monthly.