



Republic of the Philippines
NATIONAL PRIVACY COMMISSION

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

REQUEST FOR QUOTATION (Printing of 2017 NPC Annual Performance Report)

Date: 6 March 2018

NOTICE TO ALL PROVIDERS/SUPPLIERS:

The National Privacy Commission intends to procure printing services.

As such, the provider or supplier of known qualifications is hereby invited to submit their quotations/price proposals not later than **9 March 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 Certificate;
3. Valid and latest Income Tax Return; and
4. Notarized Omnibus Sworn Statement.

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

Joy M. Lazcano
 BAC Secretariat Head
 National Privacy Commission
 0917-7927-459

Item	Unit	QTY	Description/Specifications	Approved Budget for the Contract	
				Unit Price	Total
			TECHNICAL SPECIFICATIONS		
1	copies	200	Printing of 2017 NPC Annual Performance Report Size: A4 Inside: Book paper 120 gsm Cover: Matte, 300gsm Full Color Binding: Perfect Bind Number of pages excluding cover: 44 Offset Printing		Php100,000.00

- I. All prices shall be VAT inclusive.
- II. All quotations shall be written with the company's letterhead.
- III. Defective items shall be replaced within 30 days from the Date of Delivery as acknowledged by the NPC.
- IV. Delivery shall be made within fifteen (15) calendar days from approval of proof copy.



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- V. 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.