


## REQUEST FOR QUOTATION

1. The Philippine Guarantee Corporation (PhilGuarantee) invites all interested providers for the procurement of Customized Polo Shirts. (*Please see attached Terms of Reference*).
2. Approved Budget for the Contract is **Seventy-Four Thousand Seven Hundred Pesos (P74,700.00)**, inclusive of applicable taxes.
3. All interested providers may submit signed quotations at the BAC Secretariat, Second Floor, Jade Bldg., 335 Sen. Gil J. Puyat Ave., Makati City, and/or through telefax no. 8-897-3232 on or before 2:00 p.m. of **November 16, 2020**. The winning bidder shall submit the following documents prior to payment:
  - Mayor's /Business Permit; and
  - PhilGEPS Registration Number.
  - Notarized Omnibus Sworn Statement, (attached)  
or download from this link:  
[https://gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx)
4. Pursuant to GPPB Circular No. 21-2017 dated May 30, 2017, PhilGuarantee shall accept either: a. The 2020 Mayor's/Business Permit; or b. 2019 Mayor's/Business Permit and the Official Receipt as proof that the bidder has applied for the renewal of such permit for the year 2020. The bidder's 2020 Mayor's/Business Permit shall still be required as a condition for the processing of payment.
5. Pursuant to Section 6.3 of GPPB Resolution 09-2020, the PE is allowed to accept Unnotarized Omnibus Sworn Statement subject to compliance therewith after award of contract but before payment.
6. For further inquiries, please contact Ms. Rosemarie N. Principe or Ms. Karenina V. Joaquin at 8897-3292 or at bac@philguarantee.gov.ph.
7. The PhilGuarantee Bids and Awards Committee reserves the right to reject any or all Bids/quotations or waive any required formality therein or to accept such offers as may be considered most advantageous to the Corporation.



**JEMMY B. SARONA**  
Chairperson  
Bids and Awards Committee

11 November 2020

## TERMS OF REFERENCE

**Advocacy Polo shirts for the 2020 18-Day Campaign to End Violence Against Women**

### I. Specifications

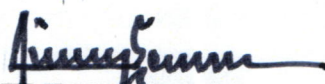
ITEM	QTY	SIZES	DESCRIPTION	APPROVED BUDGET	
				UNIT COST	TOTAL
Customized Polo Shirts	166 pieces	18 to 4XL	<b>Color:</b> Orange (Lacoste Orange) <b>Texture:</b> Cotton <b>Type:</b> 3" width x 2.5" height <b>Front Design:</b> White <b>Design Color:</b> ½ inch for <b>Back Design:</b> PHILGUARANTEE ½ inch for www.philguarantee.gov.ph	₱ 450.00	₱ 74,700.00
			*Please see attached shirt sizes and mocked-up design		
<b>Total</b>					<b>₱ 74,700.00</b>

### II. Scope of Work

To supply and deliver shirts to PGC at Jade building, 335 Sen. Gil Puyat Avenue, Makati City within five (5) days from receipt of Purchase Order.

### III. Approved Budget

The Approved budget is **SEVENTY FOUR THOUSAND SEVEN HUNDRED PESOS (₱ 74,700.00)**, inclusive of applicable taxes.

  
**JIMMY B. SARONA**  
 Chairperson  
 Bids and Awards Committee