

### REQUEST FOR QUOTATION

1. The Philippine Guarantee Corporation (PHILGUARANTEE) invites all suppliers to submit quotation for the procurement of Office Supplies for the 2<sup>nd</sup> Quarter 2021. Please see attached Technical Specifications.
2. Approved Budget for the Contract is **Pesos: One Hundred Seventy-Seven Thousand (Php177,000.00)**, inclusive of all applicable taxes.
3. Partial quotation is not allowed.
4. All interested suppliers may submit signed quotation at the BAC Secretariat, Second Floor, Jade Bldg., 335 Sen. Gil J. Puyat Ave., Makati City, and/or through telefax no. 8-8897-3232 and/or [bac@philguarantee.gov.ph](mailto:bac@philguarantee.gov.ph) on or before **2:00 p.m. of June 7, 2021** together with the following documentary requirements:

- Mayor's /Business Permit; and
- PhilGEPS Registration Number.

\*\* For individual providers, the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.

5. For further inquiries, please contact Ms. Rosemarie N. Principe or Ms. Karenina V. Joaquin at 8-897-3294/8-897-3288 or at [bac@philguarantee.gov.ph](mailto:bac@philguarantee.gov.ph).
6. 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.



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

**31 May 2021**

