



REQUEST FOR QUOTATION

1. The Philippine Guarantee Corporation (PHILGUARANTEE) invites all suppliers to submit quotations for the procurement of various office supplies requirement for the first quarter Q1 of 2021. Please see attached terms and specifications.
2. Total approved budget for the contract is **Pesos: Two Hundred Thirty-Two Thousand Six Hundred Sixty-Four and 50/100 (P232,664.50)** inclusive of all applicable taxes chargeable against the Corporate Operating Budget for CY 2021.
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 on or before **2:00 p.m. of March 2, 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. Section 6.2 of the GPPB Resolution No. 09-2020 dated 7 May 2020 allowed PE to accept Expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract but before payment during a State of Calamity, or implementation of community quarantine or similar restrictions declared or being implemented either in the locality of the PE or of the Bidder.
6. For further inquiries, please contact Ms. Rosemarie N. Principe or Ms. Karenina V. Joaquin at 8-897-3292 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.

JIMMY B. SARONA

Chairperson
Bids and Awards Committee

24 February 2021