



REQUEST FOR QUOTATION

SVP No. 2023 – 005

06 March 2023

The People's Television Network, Inc. (PTNI), through its Bids and Awards Committee (BAC), invites interested bidders for the Small Value Procurement of **Supply and Delivery of ID Lanyards and ID Case**. The details of the project are as follows:

A .Name of the Project	Supply and Delivery of ID Lanyards and ID Case.
B. Source of Fund:	Corporate Budget
C. Approved Budget for the Contract (ABC):	Seventy-One Thousand Eleven Pesos & Eighty-Four Centavos Only (Php71, 011.84)
D. Mode of Procurement:	Procurement will be conducted in accordance with Sec.53.9 (Small Value Procurement) of the Revised Implementing Rules and Regulations of Republic Act 9184, otherwise known as "The Government Procurement Reform Act"
<p>E. Documentary Requirements:</p> <p>Copies of the following eligibility requirements are also required to be submitted along With your quotation/proposal:</p> <ol style="list-style-type: none"> 1. Mayor's/Business Permit (2023) or Official Receipt 2. PhilGEPS Registration Certificate 3. Income/Business Tax Return (2021) 4. Omnibus Sworn Statement (duly signed); and if applicable: -Notarized Secretary's Certificate in case of corporation, partnership, or cooperative. <p><i>*only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.</i></p>	



PEOPLE'S TELEVISION
P A R A S A B A Y A N

Only Sealed bids / quotations from the eligible bidders will be opened and a contract will only be awarded to the Lowest Calculated and Responsive Bidder who was determined as such during post qualification.

Payment: within 30 calendar days after completion and acceptance.

Price Validity: *All price quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.*

Delivery Period: Within fifteen (15) calendar days from receipt of Notice to Proceed

F. Description:

Supply and Delivery of ID Lanyards and ID Case.


- Eight hundred (800) pcs. ID Lanyards with Company Logo
- Size: 33-34 inches (standard size for the lace)

*Please see attached for the Terms of Reference (T.O.R.)

Bids received in excess of the ABC shall be automatically rejected at the opening of quotations.

Sealed quotations may be submitted on or before 10:00am, 13 March 2023, at the Purchasing Office, Broadcast Complex, Visayas Avenue, Diliman, Quezon City.

The PTNI reserves the right to accept or reject any bid to annul the bidding process and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.


MARIE THERESE D. NICOLAS
Chairperson, BAC II-SVP

TERMS OF REFERENCE

FOR THE SUPPLY and DELIVERY OF ID LANYARDS WITH COMPANY LOGO and ID CASE FOR NEWLY HIRED EMPLOYEES

END USER:

ADMINISTRATIVE DIVISION

BRIEF DISCUSSION:

A. ID LANYARDS WITH COMPANY LOGO and ID CASE

1. To provide network employees ID Lanyards with Company Logo and ID Case use for security of their identification cards.

APPROVED BUDGET FOR THE CONTRACT:

The ABC is **SEVENTY-ONE THOUSAND ELEVEN AMD 84/100 PESOS ONLY (Php71,011.84).**

DELIVERY PERIOD:

Within 15 calendar days from receipt of Notice to Proceed

SPECIFICATIONS:

ID Lanyards with Company Logo, 800pcs
33-34 inches (standard size for the lace)

Silicon / Clear Vertical ID Case (54-90mm) 800pcs

TERMS OF PAYMENT:

Within thirty (30) calendar days after completion and acceptance.

PRICE VALIDITY:

All price quotations shall be considered as fixed prices and not subject to price escalation during contract implementation.

Interested parties are invited to submit quotations with the required documents to:

Ms. Marie Therese Nicolas, SVP-BAC II Chairperson
3rd Floor Broadcast Complex Visayas Avenue, Diliman, Quezon City
Contact details: 09175864993/ purchasingsection@yahoo.com



MAILA E. MAMARIL
OIC, Personnel Section
End-User