


REQUEST FOR QUOTATION

1. The Philippine Guarantee Corporation (PHILGUARANTEE) invites quotations for the procurement of Second Quarter (Q2) Office Supplies for 2023. Please see attached Terms and Specifications.
2. Approved Budget for the Contract is **Pesos: Two Hundred Seventy-One Thousand Six Hundred (Php271,600.00)**, inclusive of all applicable taxes.
3. Partial quotation is not allowed.
4. All interested suppliers may submit signed quotation at the Receiving Counter, 23rd Floor, BPI Philam Life Building, 6811 Ayala Avenue, Makati City and/or bacsecretariat@philguarantee.gov.ph on or before **10:00 a.m. (PhST) of June 13, 2023** together with the following documentary requirements:
 - Mayor's/Business Permit;
 - PhilGEPS Registration Number.

** For individual providers, the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit.
5. Pursuant to Section 6.2 of the GPPB Resolution No. 09-2020 dated 7 May 2020, the PE is allowed 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.
6. For further inquiries, please contact Ms. Karenina V. Joaquin at bacsecretariat@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.


MELINDA M. ADRIANO
Chairperson
Bids and Awards Committee

06 June 2023