



# COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines  
http://www.cda.gov.ph helpdesk@cda.gov.ph CDA @CDAPHil PH Cooperatives



## REQUEST FOR QUOTATION

Date: October 5, 2022  
RFQ No.: 2022-283

Name of Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Business Permit No.: \_\_\_\_\_  
TIN: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than \_\_\_\_\_.

**RAY R. ELEVAZO, CESE, MNSA**  
Chairman, Bids & Awards Committee

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract	PRICE			OFFER		REMARKS
			QTY	Unit Price	Total Price	Compliance with Technical Specifications (please check)		
PURPOSE: Printing of the CDA PhilMech Compilation of Training Materials to be distributed to RCEF Beneficiaries		₱320,000.00				Yes	No	
PRINTING OF CDA-PHILMECH COMPILATION OF TRAINING MATERIALS	2,000 pcs							
SPECS: COVER-C2S # 220; INSIDE: C2S#80 COLOR: COVER AND INSIDE - FULL COLOR SIZE: FOLDER 6x9 PROCESS: OFFSET BINDING: PERFECT BIND FINISH: COVER WITH MATTE LAMINATION ****nothing follow**** DELIVERY TERM: 20 DAYS FROM RECEIPT OF NOTICE TO PROCEED PAYMENT TERM: 30 DAYS FROM DELIVERY OF THE ITEMS								

Note: •Quoted price/s must be VAT inclusive.  
•Supplier must have a Land Bank of the Phil. Account.  
•Supplier must submit a sealed quotation.  
•Sealed quotation must be submitted together with the following requirements:  
Company Profile, DTI/SEC Registration, Business/Mayor's Permit, BIR Registration, and PhilGEPS Certificate of Membership

Signature over Printed Name

Contact Numbers (Landline and/or  
Cellphone Nos.)/E-mail address

Canvasser

## TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of submission.
3. Price quotations, to be denominated in Philippine peso shall include all taxes.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The items shall be delivered within \_\_\_\_\_ working days from receipt of Purchase/Job Order.
8. The CDA-CO shall have the right to inspect and/or to test the goods
9. Submit your sealed quotation by mail or through your messenger addressed to the Cooperative Development Authority,