



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12142908  
**Procuring Entity** BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN  
**Title** Procurement of BCDA Marketing Collaterals under PR0001382  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	BG2025-099-1696	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Printing Services		
<b>Approved Budget for the Contract:</b>	PHP 104,000.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>			
<b>Contact Person:</b>	Stefany A Mateo Sr. Administrative Assistant BCDA Corporate Center 2nd Floor, Bonifacio Technology Center, 31st St., 2nd Ave. Bonifacio Global City Taguig City Metro Manila Philippines 1634 63-2-5751782 63-2-5751785 samateo@bcda.gov.ph	<b>Date Published</b>	19/06/2025
		<b>Last Updated / Time</b>	18/06/2025 16:25 PM
		<b>Closing Date / Time</b>	23/06/2025 17:00 PM

#### Description

Procurement of BCDA Marketing Collaterals

500 ITEM BROCHURES, BCDA Promotional  
Specifications:

Size - 14" x 9" (S)/7" x 9" (F); 4/4

Color - Full 16

Pages - (including front and cover)

Folded and stapled in the Middle

Paper Type - C2S Matte or closest paper

Thickness - 170gsm or closest thickness

Offset Printing

(Approved Budget for the Contract Php130.00 per piece)

500 ITEM INSERT, Investment Opportunities

Specifications:

Size - 7" x 9" (F);

Color - Full color

Paper Type - C2S Matte or closest

Thickness 170gsm or closest thickness

Offset Printing

(Approved Budget for the Contract Php30.00 per piece)

12 PIECE TARPAULIN, Pull-up Banners  
Specifications:  
Stand:  
Size - 3ft by 7 ft (WxH)  
Material - Aluminum Includes Carry Bag  
Tarpaulin:  
Size - 2.75ft by 6.5ft (WxH)  
13oz Thickness or better  
Full Color

(Approved Budget for the Contract Php2,000.00 per piece)

Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) BIR Certificate of Registration (BIR Form 2303)
- 4) Omnibus Sworn Statement and Proof of Authorization

(Upon notification of Notice of Award-winning bidder must submit within 5 working days the duly NOTARIZED OSS and Proof of Authorization, e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)

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#### **Other Information**

Please email the quotation together with your PhilGEPS Registration, BIR Registration, Mayor's Permit, and Omnibus Sworn Statement to [samateo@bcda.gov.ph](mailto:samateo@bcda.gov.ph) or submit it to BCDA Reception Area, 2/F Bonifacio Technology Center, 31st St. corner 2nd Ave. Bonifacio Global City, Taguig City.

Bids should be inclusive of all applicable taxes and any other fees.

Bids over the approved budget for the contract shall be automatically disqualified.

The contract shall be awarded to the supplier with the Lowest Calculated and Responsive Quotation during the evaluation procedure.

(You may use the attached Pro-forma RFQ-Request for Quotation and Omnibus Sworn Statement found in Associated Components)

BCDA reserves the right to accept and reject any or all of the quotations received formally, waive minor defects in forms and requirements, or to accept quotations/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.

#### **TERMS AND CONDITIONS:**

Payment: Thirty (30) working days

Delivery: \_\_\_\_\_ calendar days (please specify)

Validity of price: One (1) month

Look for Ms. Stefany Mateo for inquiries email at [samateo@bcda.gov.ph](mailto:samateo@bcda.gov.ph).

**Created by** Stefany A Mateo

**Date Created** 18/06/2025

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