



**Bid Notice Abstract**

**Request for Quotation (RFQ)**

Reference Number 7536120  
 Procuring Entity OFFICE OF THE PRESIDENT  
 Title RFQ / 21-02-0115 / PROCUREMENT OF OP ANNIVERSARY SHIRTS WITH EMBROIDERY  
 Area of Delivery Metro Manila

|  |   |                              |                     |
|--|---|------------------------------|---------------------|
| <b>Solicitation Number:</b>              | 21-02-0115  | <b>Status</b>                | In-Preparation      |
| <b>Trade Agreement:</b>                  | Implementing Rules and Regulations  | <b>Associated Components</b> | 1                   |
| <b>Procurement Mode:</b>                 | Negotiated Procurement - Small Value Procurement (Sec. 53.9)  | <b>Bid Supplements</b>       | 0                   |
| <b>Classification:</b>                   | Goods   | <b>Document Request List</b> | 0                   |
| <b>Category:</b>                         | Garments  | <b>Date Published</b>        | 11/03/2021          |
| <b>Approved Budget for the Contract:</b> | PHP 599,861.16  | <b>Last Updated / Time</b>   | 10/03/2021 17:38 PM |
| <b>Delivery Period:</b>                  | 15 Day/s  | <b>Closing Date / Time</b>   | 18/03/2021 17:00 PM |
| <b>Client Agency:</b>                    |   |                              |                     |
| <b>Contact Person:</b>                   | Rheajane Chu Saavedra<br>Presidential Staff Officer II<br>Procurement Management Service, Rm 123 Mabini Hall, Malacañang Compound, J.P. Laurel Street, San Miguel, Manila Malacañang Complex, San Miguel Malacañang, Manila Manila Metro Manila Philippines 1005 63-2-7844286 Ext.4601 63-- pmas@op-proper.gov.ph |                              |                     |

**Description**

A) REQUEST FOR QUOTATION

1. 1,767 piece OP Anniversary Shirts with embroidery  
 Minimum Specifications:  
 1. Collared Shirt - Cotton blended material - Short sleeves with tipped collar and cuffs (Gray, with white, Golden Yellow accent stripes)  
 -2. button placket - Embroidered logo right sleeves (OP 124th Anniv. Logo) Left Breast (OP Palace Logo)

Sizes are broken down as follows:  
 XS - 275  
 S - 297  
 M - 430  
 L - 411  
 XL - 209  
 2XL - 86  
 3XL - 38  
 4XL - 14  
 5XL - 3  
 6XL - 4

Number of sizes subject to change

Delivery Period: 15 days upon receipt of PO

B) USE COMPANY LETTERHEAD FOR YOUR QUOTATION & ADDRESS TO:

DIR, JAMES JUPER B. AGUILAR  
 Head, Procurement Management Service  
 Office of the President  
 M-123 Mabini Hall, J.P. Laurel St.,  
 Malacañang Complex,  
 San Miguel, Manila

Tel. No. (02) 8249-8310 local 4601 or 8238  
 Fax No. (02) 8249-8310 local 4709  
 Email Address:  
 opprourementunit@op-proper.gov.ph  
 procurement\_unit@malacanang.gov.ph

C) ELIGIBILITY DOCUMENTS MUST BE ATTACHED TO THE QUOTATION

1. Latest/updated/valid PhilGEPS Registration Certificate
2. Latest/valid Mayor's Permit (Attach compliance to the conditions of the permit)
3. Income / Business Tax
4. Omnibus Sworn Statement (Original Copy- Upon Award)

Note:  
 •Kindly Attach the Complete Eligibility Documents to Avoid DISQUALIFICATION.  
 •Include the BACK PAGE OF THE MAYOR'S/BUSINESS PERMIT if Available  
 •Scan the Documents in a manner that the entries are legible/readable.  
 •Please use the RFQ template provided by the Office of the President (OP). In case you submit your own template and there is conflict between the two (2), the OP RFQ-template shall prevail.

D) INDICATE IN YOUR QUOTATION THE FOLLOWING

1. Terms of Payment:
2. Warranty:
3. Place of Delivery: Assets Management Office (AMO) Building, 227 San Rafael Street, Malacañang, San Miguel, Manila
4. Delivery Period:
5. Price Validity Period:
6. Stock Availability:
7. Certificate of Exclusive Distributorship, if any
8. Specify Brand
9. TIN

Created by Rheajane Chu Saavedra  
 Date Created 10/03/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.