



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12403946
Procuring Entity BASES CONVERSION AND DEVELOPMENT AUTHORITY - MAIN
Title Procurement of Printing Services for the Envelope for the BCDA Corporate Communication Collaterals under PR0001573
Area of Delivery Metro Manila

Solicitation Number:	BG2025-094-1763	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods		
Category:	Printing Services	Bid Supplements	0
Approved Budget for the Contract:	PHP 95,000.00		
Delivery Period:	15 Day/s	Document Request List	0
Client Agency:			
Contact Person:	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	Date Published	17/09/2025
		Last Updated / Time	16/09/2025 11:08 AM
		Closing Date / Time	22/09/2025 17:00 PM

Description

1,000 PIECE ENVELOPE
Procurement of Printing Services for Corporate Communication Collaterals
Specifications:
Size: approx. (W) 32.25" x (H) 15.25" (spread)
Paper stock: Master smooth White 200 gsm
(or as proposed by the supplier, subject to the approval of BCDA)
Printing: Full color with CTP output, inclusive of die-cutting and assembly

(Total Approved Budget for the Contract (ABC) Php95,000.00)

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
- (Upon notification of Notice of Award-winning bidder must submit within 5 working days the duly NOTARIZED OSS)

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 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.

Created by Stefany A Mateo

Date Created 16/09/2025

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