



PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
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REQUEST FOR QUOTATION

Date: November 18, 2024
Reference No (PR No.): 2024-390

To All Interested Bidders:

This is to request for quotation on the PIDS procurement requirement enumerated hereunder. If you are interested and, in a position, to furnish the same, we shall be glad to have your best price, terms and conditions of delivery, submitted not later than **November 25, 2024 (10:00 AM)** addressed to the *Procurement Management Division of the Administrative and Finance Department* at the abovementioned address. PIDS reserves the right to reject any and all bids, declare failure of bidding, or not award the contract under the conditions specified in Section 41 of the 2016 Revised IRR of RA 9184.

The price quotation/s, to be denominated in Philippine peso, **shall include all applicable taxes, duties, and/or levies payable.**

Very truly yours,


July R. Suring
CAO, Procurement Management Division

Item	Qty	UOM	Articles/Description	Unit Cost	Total Cost
1	1	Lot	<p>Printing Services for RID</p> <p>1. Printing of PIDS Economic Policy Monitor (EPM) 2023–2024 ABC : ₱180,000.00</p> <p>2. Philippine Journal of Development Volume 48 (2024), Number 2 ABC : ₱135,000.00</p> <p>3. Research Paper Series 2024-08: Crisis and Risk Communication in a Pandemic: Insights from Local Governments' Experience with COVID-19 ABC : ₱105,000.00</p> <p>4. Development Research News (DRN) 2024 October–December issue ABC : ₱105,000.00</p> <p>5. Research Paper Series 2024-07: Baseline Study on the State of Devolution in the (Pre-Mandanas) Philippines ABC : ₱150,000.00</p> <p>Please see attached Technical Specifications Total ABC: PhP675,000.00</p>		

- Requirements:
- Valid Mayor's/Business Permit
 - PhilGEPS Registration No. (if **PhilGEPS Platinum Certificate** is provided, Mayor's/Business Permit is no longer required)
 - Income/Business Tax Return
 - Notarized Omnibus Sworn Statement and Secretary's Certificate if applicable

The price and details of the above offer are certified correct:

_____	_____
Name of Firm (<i>Bidder</i>)	Signature over Printed Name of <i>Bidder's Representative</i>
_____	_____
Address	Business Permit No.
_____	_____
Telephone and/or Mobile No.	Tax Identification Number (<i>TIN</i>)
_____	_____
Email Address	PhilGEPS Registration Number

Note: PIDS is evaluating its supplier's performance based on the quality of services rendered or goods delivered, timeliness of delivery, customer/after sales service and overall quality of service.

Technical Specifications

1. Printing of PIDS Economic Policy Monitor (EPM) 2023–2024

Size: 8.5” x 11” (folded);

Color: Cover – full color as per supplied design, one side printing
Inside – full color

Stock: Cover – Foldcote caliper 12 with matte lamination
Inside – Master smooth/wove 90 gsm, ivory

Binding: Perfect, Smyth-sewn

Process: Offset printing

Copies: 300 copies

Pages: 200 manuscript pages excluding cover; final pages may increase/decrease; include cost per page for printing additional pages. Manuscript may be inspected at Research Information Department (RID).

Scope of Work: CTP work; machine proof of cover (actual size, spread) for approval of PIDS; actual size digital color proof (a second one if necessary) of inside pages for approval of PIDS; correction on digital proof if necessary; running, laminating, folding, and binding; and corresponding production supervision.

Others: Design/layout (made using Adobe InDesign 2024 and Adobe Photoshop/Illustrator) to be provided digitally by PIDS-RID.

2. Philippine Journal of Development Volume 48 (2024), Number 2

Size: 7” x 10” (folded)

Color: Cover - Full color

Inside - One color (pages containing figures to be printed in full color)

Stock: Cover - Foldcote 12 with UV lamination

Inside - Master smooth/wove 90 gsm, ivory

Binding: Perfect, Smyth-sewn

Process: Offset printing

Pages: 100 manuscript pages excluding cover. Final manuscript pages may increase or decrease; include cost per page for printing additional pages. The manuscript may be inspected at RID. Electronic file of manuscripts to be supplied by PIDS-RID.

Copies: 300 copies (with 24 self-covered overruns per chapter—total of 4 chapters—to serve as offprint copies for each author)

Scope of Work: CTP work; color separation; machine proof of cover (actual size, spread) for approval of PIDS; digital proof (a second one if necessary) of inside pages for approval of PIDS; correction on digital proof if necessary; running, laminating, folding, and binding; and corresponding production supervision.

Others: Design/layout (made using Adobe InDesign and Adobe Illustrator) to be provided digitally by PIDS.

3. Research Paper Series 2024-08: Crisis and Risk Communication in a Pandemic: Insights from Local Governments’ Experience with COVID-19

Size: 6” x 9” (folded)

Color: Cover – full color as per supplied design, one side printing
Inside – one color; 12 pages to be printed in full color (pp. 13, 18, 22, 24, 25, 28, 32, 41, 42, 56, 59, and 65)

Stock: Cover – Foldcote caliper 12 with UV lamination

Inside – Master smooth/wove 90 gsm, ivory (submit sample of paper for PIDS approval)

Binding: Perfect, smythe-sewn

Process: Offset Printing

Pages: 92 manuscript pages excluding cover; final pages may increase/decrease; **include cost per page for printing additional pages.** Manuscript may be inspected at Research Information Department (RID).

Scope of work: CTP work; machine proof of cover (actual size, spread) for approval of PIDS; actual size digital color proof (a second one if necessary) of inside pages for approval of PIDS; correction on digital proof if necessary; running, laminating, folding, and binding; and corresponding production supervision; Design/layout (made using Adobe InDesign CS5.5 and Adobe Photoshop/Illustrator) to be provided digitally by PIDS-RID; number of pages may increase/decrease – please provide cost per page.

4. Development Research News (DRN) 2024 October–December Issue

Size: 8.5” x 11” (folded)

Color: Full Color

Stock: Bookpaper 80lbs

Binding: Saddle Stitch

Process: Offset Printing

Pages: 24 pages; self-cover; final pages may increase/decrease; **include cost per page for printing additional pages.** Manuscript may be inspected at RID. Electronic file of manuscript to be supplied by PIDS-RID;

Scope of Work: CTP work; digital color proof (actual size, a second one if necessary) for approval of PIDS; correction on digital proof if necessary; color separation; running, folding, and binding; and corresponding production supervision; **number of pages may increase/decrease-please provide price per page**

5. Research Paper Series 2024-07: Baseline Study on the State of Devolution in the (Pre-Mandanas) Philippines

Size: 6” x 9” (folded)

Color: Cover – full color as per supplied design, one side printing

Inside – one color; 49 pages to be printed in full color (pp. 14, 23, 24, 25, 29, 30, 31, 32, 34, 35, 37, 38, 40, 41, 42, 46, 47,48, 50, 54, 55, 56, 58, 59, 60, 61, 62, 64, 65, 66, 67, 69, 70,73, 74, 75, 79, 80, 81, 84, 85, 86, 88, 89, 90, 92, 93, 94, and 95)

Stock: Cover – Foldcote caliper 12 with UV lamination

Inside – Master smooth/wove 90 gsm, ivory

(submit sample of paper for PIDS approval)

Binding: Perfect, Smythe-sewn

Process: Offset Printing

Pages : 136 manuscript pages excluding cover; final pages may increase/decrease;

include cost per page for printing additional pages.

Manuscript may be inspected at Research Information Department (RID).

Scope of Work: CTP work; machine proof of cover (actual size, spread) for approval of PIDS; actual size digital color proof (a second one if necessary) of inside pages for approval of PIDS; correction on digital proof if necessary; running, laminating, folding, and binding; and corresponding production supervision; Design/layout (made using Adobe InDesign CS5.5 and Adobe Photoshop/Illustrator) to be provided digitally by PIDS-RID; number of pages may increase/decrease – please provide cost per page.

Conforme:
