



PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
18th Floor Three Cyberpod Centris-North Tower EDSA Quezon City
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REQUEST FOR QUOTATION

Date: August 04, 2025
Reference No (PR No.): 2025-225

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 **August 04, 2025, 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. Suling
CAO, Procurement Management Division

Item	Qty	Unit	Articles/Description	Unit Cost	Total Cost
1	1	lot	Production and Delivery of APPC and DPRM Tokens.		
			Item No. 1. 100 sets - Gift Sets for VIPs Coffee and Cacao Set, Wireless Laser Pointer and USB Flash Drive curated inside the handwoven tampipi (pandan box) (with free customized card and tag)		
			Item No. 2. 300 sets - Tokens for Participants Wooden Swive USB 2.0 Flash Drive, customized T'Boli-designed ID Lace and customized string bag		
			Item No. 3. 300 pcs - Tokens for the Press USB Flash drive		
			Total ABC: P470,000.00		
Remarks:					
Please see attached specifications.					
Requirements:					
<ul style="list-style-type: none">Valid Mayor's/Business PermitPhilGEPS Registration No. (if PhilGEPS Platinum Certificate is provided, Mayor's/Business Permit is no longer required)Notarized Omnibus Sworn Statement - Supported by applicable Notarized Authority of Representative/Signatory					

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

Name of Firm (Bidder)	Signature over Printed Name of Bidder's Representative
Address	Business Permit No.
Telephone and/or Mobile No.	Tax Identification Number (TIN)
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.

SPECIFICATIONS

Production and Delivery of APPC/DPRM Tokens

Item NO.1 GIFT SETS FOR VIPs (100 sets)

- Coffee & Cacao Set
 - 250g, Mindanao Coco Nectar coated Cacao Nibs, Canister
 - 2 Single Serve Drip Coffee
- Wireless Laser Pointer 2.4GHz Remote Controller for Windows/Mac Win Projector Powerpoint Presenter Presentation Pen PPT
 - Laser technology: RF2.4G Hz
 - Laser pointer distance: 100m
 - Laser color: Red
 - Color: Black or gray
 - Systems supported: Windows/Mac
- USB Flash Drive TYPE-C 2 in 1 Memory Stick 3.0 Wooden Pen drive (OTG), 64GB
 - With FREE Engrave Logo
 - With wooden box
- Curated inside the Handwoven Tampipi (Pandan Box)

Item NO. 2 PARTICIPANT TOKENS (300 sets)

- Wooden Swive USB 2.0 Flash Drive 64GB Pen drive
 - With FREE Engrave Logo
- 1 pc Customized Tboli Designed ID Lace
- Customized string bag

Item NO. 3 TOKENS FOR THE PRESS (300 pieces)

- USB 2.0 Flash drive
 - Process: Engraving
 - Material: Wood
 - Size: 32 GB
 - Color: One color print

Scope of Service: (For all items)
-With at least one (1) proofing upon confirmation of specifications
-Partial delivery of 50 sets of VIP tokens, 60 sets of participant tokens, 60 pieces of tokens for the press on or before August 14, 2025
-Final delivery of remaining items on or before August 26, 2025

CONFORME:

_____ _Name and Signature_____