

Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
 OWWA Center Bldg., 7th St. corner F.B. Harrison St., Pasay City
 Tel# 833-0113 Telefax# 833-1010

P.R. No. 022-18
 DATE: 16-Mar-18

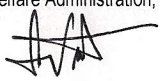
REQUEST FOR PRICE QUOTATION

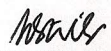
(NAME OF SUPPLIER)

(ADDRESS OF SUPPLIER)

Sir:

Please quote your lowest net price/s, **taxes included**, on the item/s hereunder listed and submit your quotation using your company letterhead and enclosed in a sealed envelope marked "Proposal for Supply and Delivery of Newspaper and Magazine" addressed to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City on or before **26 March 2018** at 10:00am.


ANTONIO M. SANCHEZ, JR.
 Supply Officer


BERNA P. DEL CASTILLO
 Chief, PPMD

DEALER'S/SUPPLIER'S OFFER					
ITEM NO.	QTY	UNIT	SPECIFICATIONS	UNIT COST	TOTAL
				Unit Price (vat inclusive)	
1	1	lot	Subscription and Delivery of 16,927 tabloids and broadsheet newspapers for the period of April-December 2018		
			Terms of Reference:		
			I. SCOPE		
			This bid represents the requirements of the OWWA for the delivery of daily, weekly and weekend newspapers. The contract will be from the period of April 2018 to December 2018 .		
			II. QUANTITY		
			The number of newspapers to be delivered for the duration of the contract is approximately 16,927 . In some cases, the quantity may increase e.g. when the management requests for additional copy, etc. Price changes will only be allowed when a publisher's price has increased. Proof regarding this increase must be provided.		
			III. DELIVERY OF SERVICES		
			Newspapers must be delivered before 5:30 AM every morning (Saturdays; Sundays including Public Holidays).		
			The successful bidder must count, check, sign and register the newspapers supplied with the agency's security personnel to ensure that the correct quantities are delivered. The successful bidder must provide the name and contact details of the person who will be responsible for newspaper delivery.		
			IV. GENERAL REQUIREMENT		
			The bidder must have a proven experience in the supply and delivery of newspapers, thus must supply the following:		
			a. Detailed information on experience and number of years in the supply and delivery of newspapers and;		
			b. Comprehensive list of clients in the supply and delivery of newspapers for the past five (5) years with their respective contact details.		
			V. BUDGETARY REQUIREMENT		
			The approved budget for the supply and delivery of newspapers is Php254,314.94		
			VI. TERMS OF PAYMENT		
			OWWA shall pay the successful bidder on a monthly basis fifteen (15) days upon receipt of statement of account.		
			Please see attached Distribution List		

