



**PHILIPPINE GENERAL HOSPITAL**  
 The National University Hospital  
 University of the Philippines Manila  
**PURCHASING OFFICE**  
 Taft Avenue, Manila

*“PHIC-Accredited Health Care Provider”*  
*ISO 9001:2015 Certified*

Date: **28 October 2020**  
 Reqn. No.: **PUR20-10-0929**

Gentlemen:

RE: Request for **OPEN PROPOSAL**

This office is in the market for the following items:

<u>Item No.</u>	<u>Qty.-Unit</u>	<u>Description</u>	<u>Unit Price</u>	<u>QUOTATIONS</u> <u>(In Figures) (In Words)</u> <u>(All Taxes Included)</u>	
<b><u>PUR20-10- 0929 - Expanded Hospital Research Office</u></b>					
1	1 Pieces	<b>TARPAULIN</b> - Size: 18 feet x 10 feet - Layout to be provided by EHRO	P 5,000.00	_____	_____
2	150 Pieces	<b>PROGRAMME BOOKLET</b> <b>Specification:</b> - Size: Folded - 5-7/8" x 8-5/8" - Spread: 11-3/4" x 8-5/8" - Stock: Cover - C2S 220 - Inside : Book 70gsm - Cover: Full color; with scoring - Inside : black & white, colored <b>Special requirement:</b> - 100 pages, perfectbuilding, matt lamination layout supplied - Spine with text: 2020 Annual Research Week	P 300.00	_____	_____
<b>Total Approved Budget for the Contract =====&gt;</b>			<b><u>P 50,000.00</u></b>		

**Note: Kindly coordinate with EHRO for the full details of the Manual at local 2065 and look for Mr. Dylan Reyes.**  
**Delivery : Upon submission and approval of the final proof/sample**

**TERMS & CONDITIONS:**

1. Indicate warranty period.
2. Indicate delivery period.
3. Should follow the size specification of the product.
4. Submit sample/brochure/catalogue if needed.
5. Item/s offered should be brand new.
6. **Supplier is required to submit single bid/offer only for each item.**  
**Two or more bids/offer is automatically disqualified.**
7. **Documentary requirement per GPPB Resolution No. 21-2017 shall be attached upon submission of the quotation/proposal.**

**\*Certified True Copy with Signature over Printed Name of the ff: Mayor's Permit, PhilGEPS Certificate/Registration, ITR; and original Notarized Omnibus Sworn Statement**

Please quote us your government price/s for the above and state the earliest time within which you can deliver.

It will be appreciated if you can submit/fax your quotation in the **Purchasing Office - PGH** not later than **4:30PM** on **05 November 2020** at which time said quotations will be opened.  
 (Please send thru fax no. 554-8400 Local 3021 c/o **Mr. ARMANDO S. MIJARES or e mail** at asmijares2@up.edu.ph)

**OTHER TERMS AND CONDITIONS:**

1. The Awardee/Supplier shall get the Purchase Order (P.O.) / Work Order (W.O.) / Job Order (J.O.) from U.P. Manila - PGH within three (3) working days from notification through confirmed fax / telephone call that the P.O. / W.O. / J.O. is ready for pick up by the Supplier. Despite the failure of the Supplier to pick up the corresponding P.O. / W.O. / J.O. Within the given period from notification, it shall be valid to impose the penalty for failure to deliver the Items within the

