



REQUEST FOR QUOTATION
Negotiated Procurement-Community Participation

**SUPPLY AND DELIVERY OF BROOM (WALIS TAMBO) FOR
THE PROCUREMENT SERVICE**

NP-CP NO. 25-001-2

Issued Date: July 09, 2025

The **Procurement Service-Department of Budget and Management (PS-DBM)** through its **Bids and Awards Committee (BAC) II** invites interested bidders to submit quotations for the **Supply and Delivery of Broom (Walis Tambo) for the Procurement Service** with the following details:

Item No.	Quantity	Item/Description	Approved Budget for the Contract ¹	
			Unit Price	Total Amount
1	5,000 pieces	BROOM (WALIS TAMBO)	₱198.00	990,000.00

Please submit your quotation for the item described above using the Bid/ Price Quotation Form (see Annex "A"), subject to terms and conditions stated in this Request for Quotation (RFQ).

A Preliminary discussion will be held on **July 14, 2025; 10:00 A.M.** at PS Complex, Cristobal St., Paco, Manila and/or through video conferencing or webcasting via Google meet: **meet.google.com/quh-ghud-csq**, which shall be open to prospective bidders.

Quotations must be duly signed by the authorized representative, accompanied by the required forms, which shall be submitted not later than **July 21, 2025; 10:00 A.M.** at PS Butuan Depot, Bayanihan Rd., J. Rosales Ave., Butuan City.

Opening of quotations shall be held immediately after the deadline of submission at PS Butuan Depot, Bayanihan Rd., J. Rosales Ave., Butuan City, simultaneously through video conferencing or webcasting via Google meet: **meet.google.com/quh-ghud-csq**.

¹ The ABC is understood to be the ceiling price; offers must not exceed the ABC provided.

This procurement will be conducted in accordance with the Implementing Rules and Regulations (IRR) of Republic Act No. 12009 (RA 12009). The preliminary examination of bids shall be conducted using a non-discretionary "pass/fail" criterion as specified in Section 59 of the IRR of RA 12009. The award shall be given to the bidder with the **Lowest Calculated Responsive Bid (LCRB)** following the procedures under Sections 61 and 63 of the same IRR. GPPB Resolution 18-2021 or the GUIDELINES FOR THE CONDUCT OF COMMUNITY PARTICIPATION IN PROCUREMENT shall be used as a suppletory guideline.

In case of modification, it must be done before the deadline for the submission and receipt of quotations, and labeled as a "modification". The time stamped or indicated in the latest quotation received shall be the official time of submission.

The BAC shall assume no responsibility for submission of corrupted files, or for its premature opening. **Late submission of quotation shall not be accepted and considered.**



ROMMEL D. RIVERA

Chairperson, Bids and Awards Committee II

INSTRUCTIONS TO ORGANIZED COMMUNITY/SOCIAL GROUPS

The following documents shall be submitted **on/or before the deadline of submission of quotations:**

No	Requirements	Instruction
1.	<p>Certificate of registration from the following:</p> <ul style="list-style-type: none"> a. Department of Trade and Industry (DTI), b. Securities and Exchange Commission (SEC), c. Cooperative Development Authority (CDA), d. Department of Agriculture (DA), e. Department of Labor and Employment (DOLE), f. National Commission on Indigenous People (NCIP); <p>Or in the case of Civil Society Organizations, Non-Government Organizations or Peoples' Organizations that are compliant with the requirements of a CSG:</p> <ul style="list-style-type: none"> a. registration from NGAs or LGUs such as: Accreditation under COA-DBM-DSWD Joint Resolution No. 2014-001- Guidelines for Accreditation of CSO as Implementing Entities of Government or Public Funds or COA-DBM-DSWD Joint Resolution No. 2015-001-Supplementary Guidelines on Accreditation of CSOs or LGU Accreditation of Non-Government Organizations or Peoples' Organization. 	Must submit applicable registration

2.	Notarized Sworn Statement (Appendix 1)	<p>Ensure that there are six (6) declarations.</p> <p>Indicate required information.</p> <p>Attach competent evidence of identification (valid government-issued ID. The use of Cedula is not acceptable).</p> <p>Must be duly notarized and signed.</p>
3.	<p>Statement of all its completed contracts similar to the Community-based Projects to be bid, or list indicating the work experiences or their members that reflect the capacity to deliver (e.g. Member A, capable of manufacturing 50 brooms (<i>walis tambo</i>) per day).</p> <p>The End-user's acceptance or official receipt(s) or sales invoice issued for the contracts shall be attached to the Statement as proof thereof.</p> <p>A similar contract, but not limited to, shall refer to transactions covering locally produced live, fresh, chilled, frozen, and unprocessed agriculture and fishery-based products including agricultural and fishery inputs, <i>such as</i> food crops, fish produce, livestock, etc.</p>	<p>Must submit applicable track record together with proof.</p>
4.	<p>Financial Requirements:</p> <p>(a) Photocopy or scanned copy of the bank book with complete bank account information; or</p> <p>(b) a proof that it maintains books of accounts such as cash receipts journal, cash disbursement journal, general journal, and general ledger.</p>	<p>Letter A is preferred</p>

Additional Requirement/s:		
1.	<p>If the prospective supplier has participated in any government Community-based Project for the past two (2) years:</p> <p>a. Latest Income Tax Return (ITR) for the preceding Tax Year or for new establishments, the most recent quarter's ITR or Business Tax Return;</p> <p>b. Updated Audited Financial Statement (AFS), which should not be earlier than two (2) years from the date of bid submission. The AFS shall be stamped received by the Bureau of Internal Revenue (BIR) or accredited and authorized institutions, or electronically received via the AFS e-submission of the BIR with a filing reference number.</p>	May be submitted as will be advised by the BAC after Bid Opening.
2	Annex "A":	
	<ul style="list-style-type: none"> • Bid / Price Quotation Form; 	Must indicate the unit and total price.
	<ul style="list-style-type: none"> • Conformity with Technical Specification; and 	Must indicate the required information.
	<ul style="list-style-type: none"> • Conformity with Schedule of Requirements 	Must be duly signed by the authorized representative.

The bid shall be valid for sixty (60) calendar days from the deadline of submission of quotation.

In addition, the following must be submitted within three (3) calendar days upon receipt of the Notice

No	Requirements	Instruction
1.	Product sample and other evidence of the bidder's statement of compliance with technical specifications and delivery schedule, as required under the Technical Specifications.	<p>Samples must be submitted at PS Butuan</p> <p>Office through the Technical Working Group.</p> <p>One (1) sample unit with marking and labeling requirements.</p> <p>Must be compliant with the Technical Specifications</p>

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 12009 and its d IRR, including the latest Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 112.1 and 112.2 of the IRR of RA No. 12009 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

2. Performance Security

Performance Security is not required for this particular procurement.

3. Inspection and Test

- 3.1 *The inspections and tests that will be conducted shall be in accordance with Technical Specifications. A visual comparison will be made with the approved sample for purposes of consistency in the physical appearance and color.*
- 3.2 *The Inspection Division shall coordinate with the awardee for the additional quantity/ies as replacement for every batch of delivery subject to acceptance test.*
- 3.3 *If applicable, a confirmatory test will be conducted on the first (1st) tranche of delivery. However, the PS-DBM is not precluded from conducting testing/production compliance with the technical specifications during the existence of the contract.*
- 3.4 *If applicable, the supplier may request a pre-delivery inspection within one (1) day from receipt of the Purchase Order. In that case, the delivery must be made within the original delivery period or five (5) CDs from the release of the test result, whichever is later. For deliveries nationwide, a continuous random post-acceptance inspection may be conducted as applicable.*
- 3.5 *The supplier shall replace defective items, or refund payments made by PS-DBM for previously delivered items that were later found to be rampantly defective.*

4. Payment

The Community or Social Groups (CSG) shall submit a written request for payment to the PE, accompanied by an invoice describing as appropriate the delivery made, quantity and quality of goods delivered, and the amount due to the CSG. Payment shall be released based on the terms provided in the contract and only upon validation by the End-User unit that the CSG has delivered or performed the outputs specified in the contract and the same has been inspected and accepted by the PE as satisfactory in accordance with the technical specifications or scope of work, and applicable government budgeting, accounting, and auditing rules.

5. Warranty

One (1) year after acceptance by the Procuring Entity of the delivered Goods.

In accordance with Section 90.1 of the IRR of RA No. 12009, the obligations of the warranty shall be covered by either retention money in an amount equivalent to one percent (1%) of each payment, or special bank guarantee equivalent to one percent (1%) of the total contract price.

The said amounts shall be automatically released by the Procuring Entity after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof; Provided, however, that the supplies delivered are free from patent and latent defects and all conditions imposed under the contract have been fully met.

Appendix 1

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the (Head/Authorized Representative) of (Name of Community or Social Group);
2. That the incorporators, organizers, officers or members of our organization are the following:

Name	Position

3. Upon consultation and communication with the above-named individuals, I confirm and certify that:
 - a. None of us is an agent of or related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, members of the Bids and Awards Committee, the Technical Working Group, or the BAC Secretariat, or other officials of (Name of Procuring Entity) authorized to process and/ or approve the proposal, contract, and release of funds in favor of the Community or Social Group; and
 - b. *[Include this paragraph if all Organized Community or Social Group officers and members do not have any related business to the Community-based Project being procured]* None of us has any related business to the Community-based Projects being procured at hand.
 - c. *[Include this paragraph if any of those identified Organized Community or Social Group officers or members must disclose his/her related business, including the extent or percentage of his/her ownership or interest therein.]* The following officers or members of our Organized Community or Social Group has/have related business to the Community-based Project being procured at hand, including the corresponding extent or percentage of ownership or interest therein:

Name	Name or Nature of Related Business	Extent or Percentage of Ownership or Interest in the Related Business

4. *[Include this paragraph if no performance or warranty security is prescribed by the Procuring Entity for Unorganized Community or Social Groups]* Considering that the posting of a performance security has been dispensed with, as determined by the Procuring Entity, I hereby commit that our Unorganized Community or Social Group shall perform and deliver all the obligations and undertakings under the contract covering the procurement at hand. I further agree and accept that our failure to perform or deliver any of such obligations and undertakings shall result in Blacklisting of our Community or Social Group for not more than two (2) years in all government procurement activities following the procedure under RA No. 9184, its revised IRR and associated issuances.
5. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (*Estafa*) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.
6. *[Name of Bidder]* hereby assigns the following contact number/s and e-mail address/es as the official telephone/fax number and contact reference of the company where the PS BAC and PS notices may be transmitted.

Telephone No/s.: _____

Fax No/s: _____

E-mail Add/s.: _____

Mobile No.: _____

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____
at _____, Philippines.

*[Insert NAME OF COMMUNITY OR SOCIAL
GROUP REPRESENTATIVE]*

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Form at shall be based on the latest Rules on Notarial Practice]

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Supply and Delivery of Broom, Walis Tambo for the Procurement Service under NP-CP No. 25-001-2** of the **Procurement Service-DBM**, as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Supply and Delivery of Broom, Walis Tambo for the Procurement Service under NP-CP No. 25-001-2** of the **Procurement Service-DBM**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting**;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
- Carefully examining all of the Bidding Documents;
 - Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - Inquiring or securing Supplemental/Bid Bulletin(s) issued for this project.
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

11. *[Name of Bidder]* hereby assigns the following contact number/s and e-mail address/es as the official telephone/fax number and contact reference of the company where the PS BAC and PS notices may be transmitted.

Telephone No/s.: _____

Fax No/s: _____

E-mail Add/s.: _____

Mobile No.: _____

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Affiant/s known to me, and known to be the same person/s in the exhibited [insert type of government identification card used*], with his/her photograph and signature appearing thereon, with no. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorney's No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____.

**The identification card shall be at least one of those acceptable proofs of identity as identified under the provisions of the 2004 Rules on Notarial Practice.*

"Sec. 12. Competent Evidence of Identity – The phrase "competent evidence of identity" refers to the identification of an individual based on:

At least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to, passport, driver's license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, Philhealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification;

The Board Resolution or Secretary's Certificate referring to the said Board Resolution designating the bidder's authorized representative and signatory need not specifically indicate the particular project where such authority is given provided that the said authority covers activities by PS.

Price Quotation Form

Date: _____

**Bids and Awards Committee II
Procurement Service
PS Complex, Cristobal Street
Paco, Manila**

Ma'am/Sir:

Having examined the **Request for Quotation NP-CP No. 25-001-2**, the receipt of which is hereby duly acknowledged, the undersigned offers to **Supply and Deliver Broom (Walis Tambo) for the Procurement Service** in conformity with the said Request for the sums stated hereunder:

ITEM NO.	QTY.	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	5,000 pieces	Broom (Walis Tambo)		

Note: For purposes of bid evaluation, bidders are advised to use two (2) decimal places in setting up their bid prices.

Total Price in Words:

Item No. 1: _____

We undertake, if our Quotation is accepted, to perform the services/deliver the goods as in accordance with the Schedule of Requirements and Technical Specifications.

Until a formal Contract is prepared and executed, this Quotation, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Quotation you may receive.

Date: _____

Company Name: _____

Name of Authorized Representative and Signature: _____

Address: _____

Official Contact No.: _____

CONFORMITY WITH THE TECHNICAL SPECIFICATIONS

<i>No.</i>	<i>Item Description</i>	<i>Maximum Quantity</i>
1	BROOM (WALIS TAMBO)	5,000 pieces
<i>Agency Specifications</i>		<i>Bidder's Statement of Compliance²</i>
BROOM (WALIS TAMBO) Shall conform with the minimum requirements unless specified, see attached detailed Technical Specifications under: PS STANDARD NO. JS 003:2023 UNSPSC Code No. 47131604-BR-S01 Shall conform to the Additional Packaging Requirements.		<i>Bidders must state here either "Comply" or "Not Comply"</i>

Note 1: Product sample shall be submitted by the S/LCQ during Post-qualification.

We commit to deliver the goods under the new packaging and consistent with the physical appearance and color of the sample submitted as required by the Procurement Service.

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Company Name: _____

Name and Signature of Authorized Representative: _____

Date Signed: _____

² Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

Technical Requirements for
BROOM (WALIS TAMBO)

PRODUCT SPECIFICATIONS

- Gross Weight (max.): 500 grams
- Handle: Cylindrical, Wood, smooth finish, plastic coated
- Must be suitable for hanging
- Diameter of Handle (min.): 19mm
- Length of Handle (min.): 510mm
- Dry Weight of the Tiger Grass (min.): 220 grams
- Length of Tiger Grass: 300mm
- With Upper Stitch (min.): 20
Lower Stitch (min.): 30
Side Stitch: Manufacturer's Standard
- Per attached illustration showing the design/construction.

EVIDENCE AND VERIFICATION

- **In-House Test:**
 - Determine the weight by using a digital weighing scale.
 - Weight (max): 500 grams
 - Handle: Cylindrical, Wood, smooth finish, plastic coated
 - Must be suitable for hanging.
 - Determine the measurement using a tape measure.
 - Diameter of Handle (min.): 19mm
 - Length of Handle (min.): 510 mm
 - Length of Tiger Grass: Measure 300mm from the lower stitch (see illustration). Significant portion of tiger grass must be at least 300mm.
 - Check the soft broom's appearance for any manifestations of molds, any manifestations shall be ground for rejection. Handle shall be free from splinter and bumps.
 - Construction:
 - Tiger grass shall be properly and securely attached to the handle; all sewing must be in double stitches (Upper (min.): 20 stitches ; Lower (min.): 30 stitches); Side stitch: Manufacturer's Standard.
 - Tiger grass weight: Disassemble the item and measure the weight using a digital weighing scale. Tiger grass weight shall be a minimum of 220 grams.

Handwritten signature and initials in blue ink.

○ **Performance Test:**

- The broom shall be sturdy enough to sweep the floor for a minimum of ten (10) seconds.
- Check the handle grip for comfort; workmanship should be smooth and not cause accidental injury or discomfort to the user.
- Check the broom to make sure that all components are properly/securely attached to each other.
- Three (3) pieces shall be provided by the bidder during the submission of additional post-qualification documents for verification of the product specifications.

PACKAGING

- Twenty-five (25) pieces per bundle or Standard packaging of the manufacturer.
- Additional Requirement on Packaging, refer to the attached Annex "A"

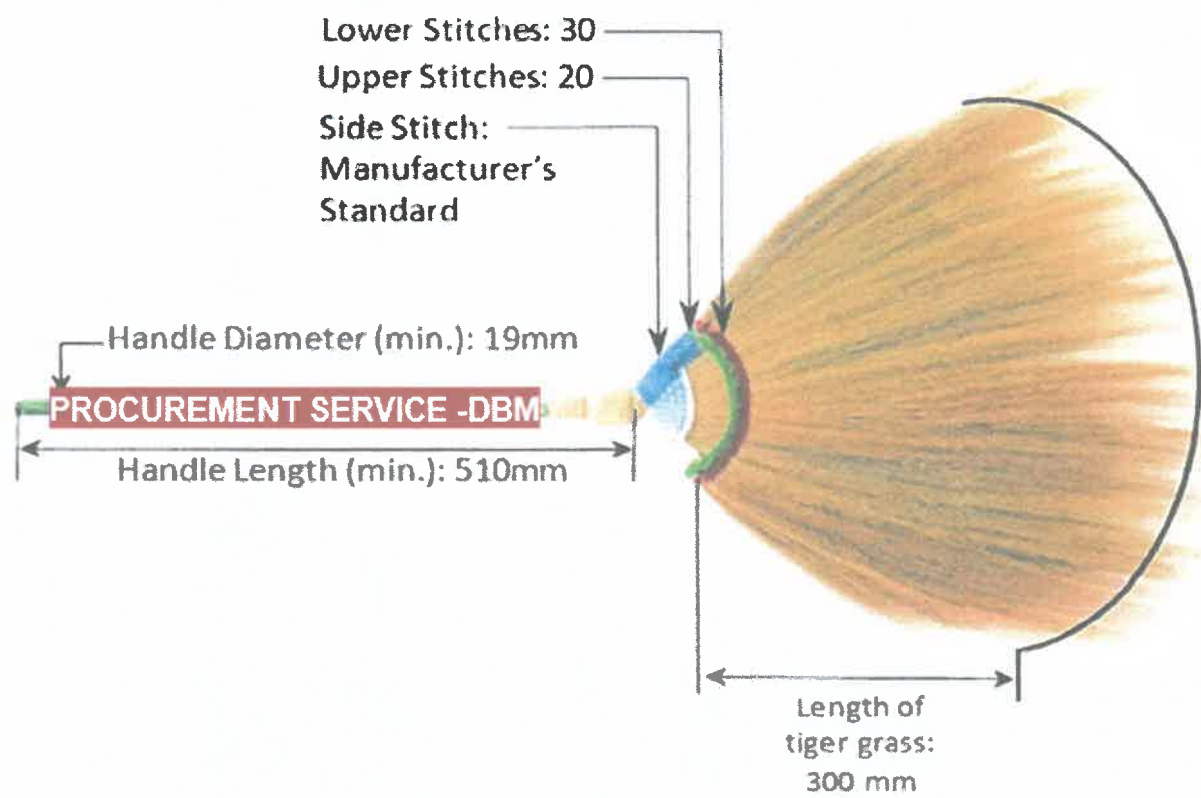
MARKING / LABELING

- None

REFERENCES

- None

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ANNEX A - Additional Requirements on Packaging

1. On each pack, box, item (whichever is applicable), the following shall be legibly imprinted:
 - The name and logo of the Procurement Service
 - A statement which states that the item is "For Government Use Only"
 - Procured by Procurement Service-DBM

The label must be printed on a non-removable or permanent sticker that is durable and when removed, will leave a residue.

2. If applicable:
On each corrugated carton, or outer box, or outer packaging, the following shall be legibly imprinted:
 - The name and logo of the Procurement Service
 - A statement which states that the item is "For Government Use Only"
 - Procured by Procurement Service-DBM

The label must be printed on a non-removable or permanent sticker that is durable and when removed, will leave a residue. The sticker must be placed on the dominant side of the box, and must be large enough to be seen and recognized from a short distance.

Note: Complete details of the sticker will be given to the responsive bidder upon receipt of Notice of Single/Lowest Calculated and Responsive Quotation (S/LCRQ).

(Recommended sticker design and dimensions.)

2 x 6 inches



(Recommended sticker design and dimensions.)

3 x 5 cm



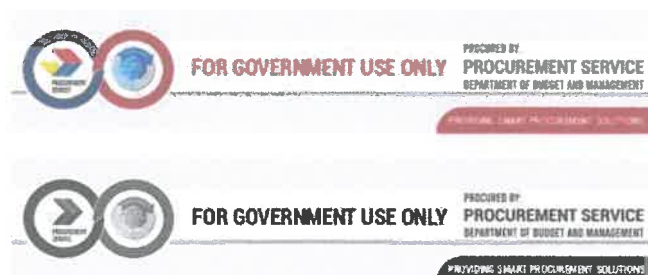
7 x 2 cm



1.4 x 2 inches



10.5 x 2 cm



ANNEX "A"**CONFORMITY WITH THE SCHEDULE OF REQUIREMENTS**

<i>No.</i>	<i>Item Description</i>	<i>Quantity</i>		
<i>1</i>	<i>BROOM (WALIS TAMBO)</i>	<i>5,000 pieces</i>		
<i>Delivery Period:</i>		Tranche	Quantity	Schedule
		First Tranche	5,000 pieces	Within fifteen (15) calendar days upon receipt of Purchase Order;
<i>Delivery Site:</i>		a. PS Butuan Depot, Bayanihan Rd., J. Rosales Ave., Butuan City		

I hereby commit to deliver the required quality and quantities upon receipt of the Purchase Order as indicated above.

Company Name: _____

Name and Signature of Authorized Representative: _____

Date Signed: _____