



Republic of the Philippines  
**GENERAL SANTOS CITY WATER DISTRICT**  
 E. Fernandez Street, Barangay Lagao General Santos  
 Telephone No.: 552-3824; Telefax No.: 553-4960  
 Email Address: gscwdprocurement@yahoo.com

GPM-014-4

**REQUEST FOR QUOTATION**

RFQ #: 3-0224-019      DATE: 2/12/2024

SUPPLIER: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 TELEPHONE NO. : \_\_\_\_\_  
 TIN NO. : \_\_\_\_\_

Dear Sir/Madam,

Pls. quote your lowest price on the item/s listed below subject to general condition stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 2/16/2024, Pls. furnish this office the following articles subject to the terms and conditions contained therein.

Instructions :

1. Accomplish this Request for Quotation duly, correctly, and completely.
2. Do not alter the contents of this form in any way.
3. If Technical Specifications/ Terms of Reference is provided, prospect bidder (supplier / service provider) must indicate and signify compliance to every parameter in the specification.

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE
1	CORPORATE GIVE AWAYS : SEE ATTACHED LIST OF ITEMS AND SPECIFICATIONS-ABC: PHP 93,500.00 ##### nothing follows #####	1	LOT	P

Date of Delivery: \_\_\_\_\_  
 Price Validity : \_\_\_\_\_  
 Mode of Payment: \_\_\_\_\_

Place of Delivery: GSCWD Bodega  
 \*\*\*\*\*No partial delivery allowed\*\*\*\*\*  
 Note: 6% WITHHOLDING TAX DEDUCTION  
 PR NO.: 0124-185

Requested by:

Price quoted by:

**ANDREW H. NADAT, JR.**  
 Material Procurement Officer A

\_\_\_\_\_  
 Supplier

\_\_\_\_\_  
 Date



Republic of the Philippines  
**GENERAL SANTOS CITY WATER DISTRICT**  
E. Fernandez St., Brgy. Lagao, General Santos City  
Telephone No. (083) 552-3824/ Telefax No. (083) 553-4960  
E-mail Address: gscwaterdistrict@yahoo.com  
[www.gensanwater.gov.ph](http://www.gensanwater.gov.ph)



**SUMMARY LIST OF ITEMS FOR THE PURCHASE OF CORPORATE GIVE-AWAYS**  
**PURCHASE ORDER NO. : 0124-185 / Jan. 26, 2024**

CORPORATE GIVE-AWAYS		Quantity	Unit	Unit Cost	Amount
1	Customized Double Wall Stainless Steel Vacuum Insulated Tumbler 750ml	100	piece		
2	Customized Ballpen	200	piece		
3	Customized Canvas Tote Bag 14 x 8 x 3 inches	100	piece		
4	Customized Foldable Round Fan with Pouch 25 cm diameter	150	piece		

Prepared by:

  
EnP Vanne Thea G. Balboa, MPA  
Community Relations Officer



## TECHNICAL SPECIFICATION

### TITLE: CUSTOMIZED DOUBLE WALL STAINLESS STEEL VACUUM INSULATED TUMBLER

#### I. Scope of the Contract

Supply and printing of Double Wall Stainless Steel Vacuum Insulated Tumbler for corporate collaterals.

#### II. Specification

<b>Item Description</b>	Customized Double Wall Stainless Steel Vacuum Insulated Tumbler
<b>Capacity</b>	750ml
<b>Material</b>	Double wall stainless steel
<b>Color</b>	Preferably dark blue / blue green
<b>Print</b>	Colored laser printing GSCWD Logo and text print "Safe Water... Our Thrust, Our Service, Our Commitment"
<b>Design</b>	See attached drawing
<b>Other Features:</b>	Insulates both hot and cold ; anti-slip design; wide mouth; leak proof; with portable handle; and two lids for straw and direct drink


#### III. Terms and Conditions

- a. GSCWD shall provide the details to print on the item.
- b. The supplier shall present at least one (1) sample of the item prior to mass production.

Prepared by:

  
EnP Vanne Thea G. Balboa, MPA  
Community Relations Officer

Noted by:

  
Atty. Judy A. Lim-Pasman  
Acting Division Manager  
LSMOA





## Double Wall Stainless Steel Vacuum Insulated Tumbler

- 750 ml
- customized laser print on logo and text



Portable handle



two lids for straw and direct drink



double wall stainless steel wide mouth





## TECHNICAL SPECIFICATION

### TITLE: CUSTOMIZED BALL PEN

#### I. Scope of the Contract

Supply and printing of Ball pen for corporate collaterals.

#### II. Specification

<b>Item Description</b>	Customized Ball pen
<b>Dimension</b>	standard size
<b>Material</b>	Plastic body with metal clip
<b>Color</b>	black
<b>Print</b>	Colored laser print on the body GSCWD Logo and text print "Safe Water... Our Thrust, Our Service, Our Commitment"
<b>Design</b>	See attached drawing


#### III. Terms and Conditions

- a. GSCWD shall provide the details to print on the item.
- b. The supplier shall provide at least one (1) sample of the item prior to mass production.

Prepared by:

  
EnP Vanne Thea G. Balboa, MPA  
Community Relations Officer

Noted by:

  
Atty. Judy A. Lim-Pasman  
Acting Division Manager  
LSMOA

# Customized Ballpen

LASER PRINT ----- GSCWD Logo and  
text print "Safe Water... Our Thrust, Our Service, Our Commitment"







## TECHNICAL SPECIFICATION

### TITLE: CUSTOMIZED FOLDABLE ROUND FAN WITH POUCH

#### I. Scope of the Contract

Supply and printing of foldable round fan with pouch for corporate collaterals.

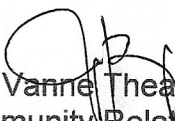
#### II. Specification

<b>Item Description</b>	Customized Foldable Round Fan with Pouch
<b>Dimension</b>	25 cm diameter
<b>Material</b>	nylon
<b>Print</b>	Sublimation (round fan and pouch)
<b>Color</b>	Inner - Sky blue; Edge- royal blue
<b>Design</b>	See attached sample


#### III. Terms and Conditions

- a. The supplier shall lay-out the design and prototype of final draft to GSCWD for approval.
- b. The supplier shall present at least one (1) sample of the item prior to mass production.
- c. The supplier shall inform GSCWD at least two (2) working days for the schedule of production. A representative from GSCWD will witness the commencement of mass production.

Prepared by:

  
EnP Vanne Thea G. Balboa, MPA  
Community Relations Officer

Noted by:

  
Atty. Judy A. Lira-Hasman  
Acting Division Manager  
LSMOA

# Foldable Round Fan

size :25cm dia

material:nylon

print:sublimation

color: Inner - Sky blue;

Edge- royal blue



**May tagas  
ba sa inyo?**

I report sa aming  
Hotline Number:  
Smart: 0998-8485-714  
Globe: 0917-7049-979  
o sa aming FB Page:  
GSC WATER District

@gswaterdistrict  
gensonwater.gov.ph  
gswaterdistrict@yahoo.com

Other Contact Detail:  
Landline: (083) 552-3824  
Smart: 0998-5307-893  
Globe: 0917-7049-867







## TECHNICAL SPECIFICATION

### TITLE: CUSTOMIZED CANVAS TOTE BAG

#### I. Scope of the Contract

Supply and printing of Tote Bag Canvas for corporate collaterals.

#### II. Specification

<b>Item Description</b>	Customized Canvas Tote Bag
<b>Dimension</b>	14 x 8 x 3 inches
<b>Material</b>	Canvas / Katsa
<b>Color</b>	Cream / off white
<b>Print</b>	1 side Colored Matte Printing
<b>Design</b>	5 designs See attached drawing


#### III. Terms and Conditions

- a. GSCWD shall provide the design to print on the item.
- b. The supplier shall present at least one (1) sample of the item prior to mass production.

Prepared by:

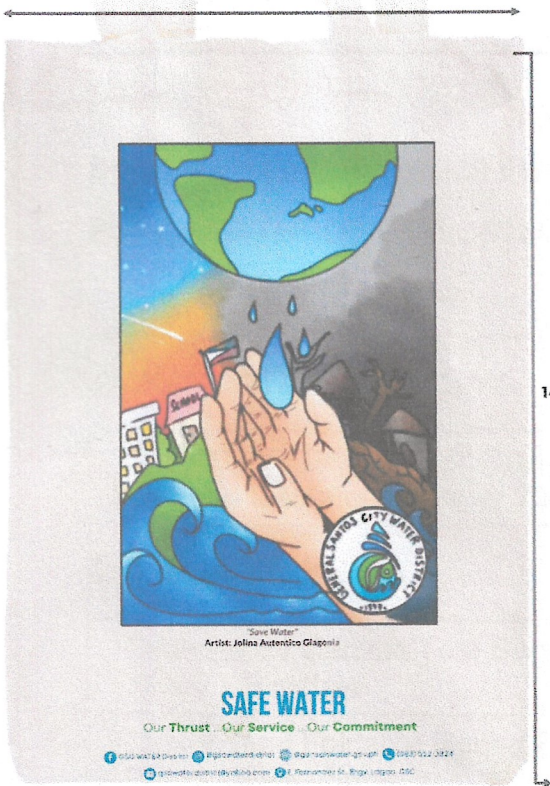
  
EnP Vanne Thea G. Balboa, MPA  
Community Relations Officer

Noted by:

  
Atty. Judy A. Lim-Pasman  
Acting Division Manager  
LSMOA



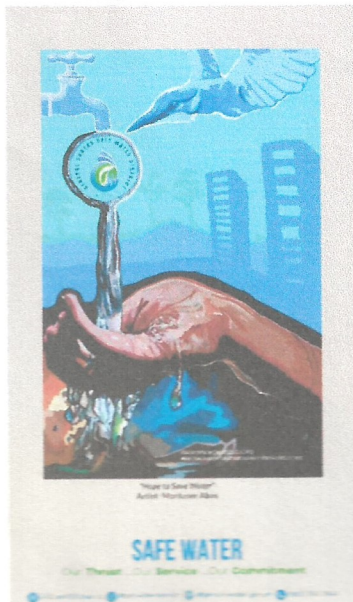
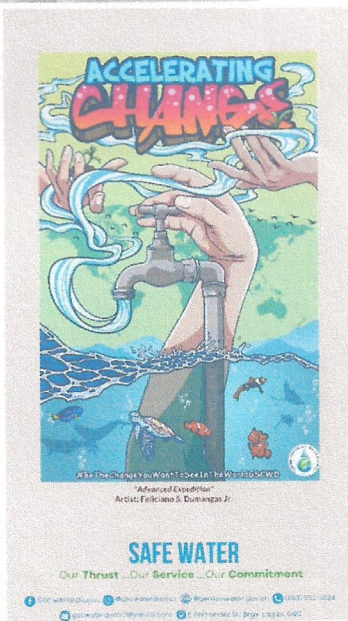
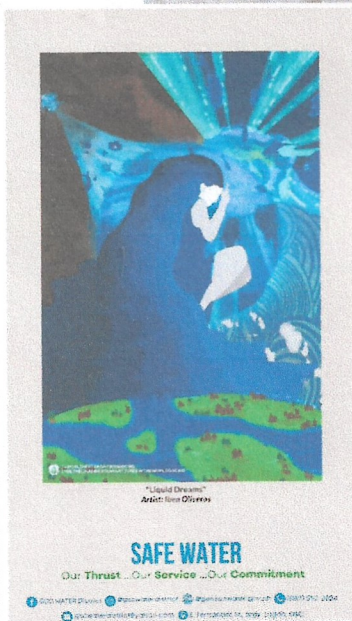
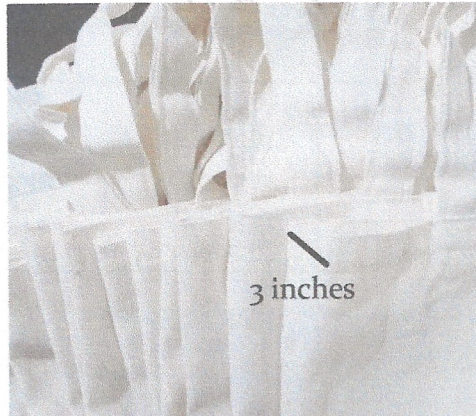
8 inches



# Customized Canvas Tote Bag

size : 14 x 8 x 3 inches  
material : canvas / katsa

14 inches



5 designs