



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8895706  
**Procuring Entity** DEPARTMENT OF TRADE AND INDUSTRY - MAIN  
**Title** Subscription to E-Mail Marketing Platform and Renewal of Adobe Creative Cloud for Teams

**Area of Delivery**

<b>Solicitation Number:</b> CB 50556 <b>Trade Agreement:</b> Implementing Rules and Regulations <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9) <b>Classification:</b> Goods <b>Category:</b> Information Technology <b>Approved Budget for the Contract:</b> PHP 98,000.00 <b>Delivery Period:</b> <b>Client Agency:</b>  <b>Contact Person:</b> Paula Camille B. Incapas Administrative Officer II 361 Sen. Gil J. Puyat Avenue Makati City Metro Manila Philippines 1209 63-2-7913367 Ext.-  PaulaCamilleIncapas@dti.gov.ph	<b>Status</b>	<b>Pending</b>
	<b>Associated Components</b>	1
	<b>Bid Supplements</b>	0
	<b>Document Request List</b>	0
	<b>Date Published</b>	05/08/2022
	<b>Last Updated / Time</b>	04/08/2022 08:05 AM
	<b>Closing Date / Time</b>	08/08/2022 10:00 AM

**Description**

Good Day!

Please quote hereunder your lowest possible price for Subscription to E-Mail Marketing Platform and Renewal of Adobe Creative Cloud for Teams with an ABC of 98,000.00

The deadline for the submission of the bid will be on Aug 08, 2022, at 10:00 AM.

Interested Bidders may submit their proposal in any of the following forms:

a. Via electronic: email to PaulaCamilleIncapas@dti.gov.ph; or  
b. via sealed quotation to be submitted at Procurement Management Division, Human Resource, and Administrative Service, Ground Floor, Trade and Industry Bldg., 361 Sen. Gil Puyat Avenue, Makati City.

Submission of Documents:

A. For those who have not yet submitted their legal/valid documents, please attach photocopies of the listed below documents to your proposal/quotation upon submission;

- SEC, DTI Business Permit, Articles of Incorporation or Partnership (in case of corporation/partnership)
- Mayor's Permit for the Current Year
- BIR Certificate of Registration
- PhilGEPS Certification/Registration
- Company Profile

B. For those who have already submitted their updated/valid legal documents, you may submit your quotation/proposal in any of the forms specified above.

**IMPORTANT NOTE:**

1. Submission of Unnotarized Omnibus Sworn Statements shall be attached to all Bid Proposals. Only the winning bidder shall submit the Notarize Omnibus Sworn Statement
2. Late submission of bid/proposal shall not be accepted.
3. Incomplete submission of Documentary Requirements and Bid Proposal / Quotation above the ABC shall automatically be disqualified.

Please see attached Request for Quotation form and sample for more information and guidance. Original Request for Quotation form will be available for download from the PhilGEPS website starting Aug 05, 2022, until Aug 08, at 10:00 am

For any concerns, queries, and clarification, please free to call # 7791-3363/7791-3367 or email PaulaCamilleIncapas@dti.gov.ph

**Created by** Paula Camille B. Incapas  
**Date Created** 04/08/2022

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