

SEALED BID

Invitation to Bid Number: 2017-4A

Bid Opening Place, Date & Time: Bayanihan Arts & Events Center, 14301 Nine Eagles Drive, Tampa, Florida 33626, Tuesday, February 6, 2018, at 10:30 a.m.

Scope of Work:

Designing, layouting, printing, binding, and delivering, within ninety (90) days from approval of proof submittal, one hundred fifty (150) 14'x11' hardcover leatherette perfect bound with gold foil (cover will require a vector layout for die cut) "Philippine Cultural Foundation Inc. Who's Who 2018 Second Edition" book, containing at least 100 pages (all inside pages requires color except index pages and layouting and designing including write up or body text of the donor family, organization, or business (any photo retouching and color corrections will be the bidder's responsibility) (other background images must either be an original artwork or the use of images purchased bearing proof of copyright; we do not recommend the use of clip arts).

Bidder's commitments:

In consideration of the chance to be awarded the lowest, responsible bid by the PCFI, the undersigned bidder agrees to the following:

a. Provide the necessary labor and materials to perform or complete the above scope of work in a timely, satisfactory, and workman-like manner in the total amount of _____ (\$_____), excluding sales tax. This bid price shall be valid for 30 days following the bid opening to allow sufficient time to tabulate and evaluate bid responses.

b. Submit personally this bid in a sealed envelope to Joe Baruta or Marly Balderama to be opened in public by the PCFI only at the bid opening place, date and time in the presence of the bidders and any interested members of the PCFI board or the general public.

c. If awarded the bid, not to assign the contract in whole or in part or any payment arising therefrom nor to delegate any duties under the contract to a subcontractor.

d. All work or items furnished shall be subject to inspection and acceptance by the PCFI.

e. Submittal of bid shall require (i) sample artwork as specified above for cover with simulated gold foil for die cut vector layout; (ii) sample hardbound book produced in 100 lb. gloss text consisting of 2-page inside facing pages; (iii) bid amount for final printing including design and layout (bidder's submitted artwork shall be considered final and will be reviewed and evaluated by the awarding committee based on quality, originality and design layout).

f. Upon award of the contract, preliminary layout and design must be approved by the donor; digital pages in PDF format shall either be transmitted through email for review, corrections, revisions until it is approved by the donor and the PCFI; prepress requirements for printing should submit electronic files in PDF format with bleeds and cropmarks for proof and final printing of book.

g. Indemnify and hold harmless the PCFI, its officers, directors, employees, or agents against any claim or liability arising from or based upon the bidder's violation of any law, ordinance, or regulation.

Dated:

Name of Organization or Company:

By:

Position or Title:

Name & Signature of Individual (if bidder is an individual):

Address:

Telephone Number:

E-mail address:

Name & Signature of PCFI official sending out this Invitation to Bid and date sent out:

Joseph Baruta
Joseph Baruta

12/28/2017