



Republic of the Philippines
Department of Interior and Local Government
Philippine Public Safety College
PHILIPPINE NATIONAL POLICE ACADEMY



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INVITATION FOR SELECTION PROCESS

The Cadet **Corps Philippine National Police Academy**, through the **Corps Publication** invites potential service provider for the **Procurement of Production and Printing of Souvenir Items for AY 2014 – 2015 with Creative and Design Consultancy, Management and** to be held at PNPA Corps Publication Office.

| Item | Project | Quantity |
|------|-----------------------------|------------------------------------|
| 1. | Diary/Notebook(Quaderno) | cadets x 4 copies/cadet |
| 2. | Kalasag Magazine (6 issues) | cadets x 4 copies/cadet x 6 issues |
| 3. | Wall Calendar | cadets x 4 copies/cadet |
| 4. | Desk Calendar | cadets x 4 copies/cadet |
| 5. | Poster Calendar | cadets x 10 copies/cadet |
| 6. | Cross Roads | cadets x 4 copies/cadet |
| 7. | Clipboard (3 kinds) | cadets x 2 copy/cadet x 2 kinds |
| 8. | Yellow Pad | cadets x 5 copy/cadet |
| 9. | Tickler | cadets x 5 copies/cadet |

1. **The list of minimum requirements for Eligibility Requirement** is indicated in the Selection Process Data Sheet. Eligibility documents of the prospective service provider must be submitted on the day of Pre-Selection Conference, which shall be checked by the Selection Committee.
2. Selection process will be conducted through a modified competitive selection procedure. The **potential service provider will be required to bring samples on the day of selection proper** which were completed within the last two (2) years from the date of submission of proposal and must be similar in terms of scope of work and specifications of project to be procured and an **Audio-Visual Presentation** of your company to be rated both by the Selection Committee.

(Note: Completed samples must be accompanied by an Acceptance Certificate.)

3. Interested service providers are required to submit their **Letter of Intent and Company profile**, which includes the company history, list of printing equipment and binding/finishing equipment and list of clientele and organizational structure on the scheduled date of Pre-Selection Conference.
4. The Corps Publication Selection Committee will hold a **Pre-Selection Conference** on **May 18, 2014; 10:00 am** (*tentative date, subject for confirmation*) at Corps Publication Office. Clarifications and or queries on specifications and other requirements will be discussed.
5. **Sealed quotation must be submitted to the address above on or before May 18, 2014; 10:00 am** (*tentative date, subject for confirmation*) it will be opened and evaluated by the Selection Committee in the presence of the service provider's representative who chooses to attend. **Late proposals will not be accepted.**
6. **Price Proposal should be inclusive of additional requirements** for the benefit of Cadet Corps Philippine National Police Academy.
7. Qualified service provider may obtain further information from the Officer-in-charge, **PCI Richie Makilan Yatar** or to Cadet-in-charge, **Cdt 1C Demosthenes G. Desiderio Jr.** at Mobile No. 09175741387.
8. The Cadet Corps Philippine National Police Academy – Corps Publication reserves the right to accept or reject any proposal, to annul the selection process, and to reject all proposals at any time prior to the awarding of contract, without thereby incurring any liability to the affected service provider/s.
9. **Failure on the part of the prospective service provider to comply any of the immediate requirements shall be ground for disqualification.**

Signature of the members of the Corps Publications Selection Committee

CDT 1C DEMOSTHENES G DESIDEIRO CDT 1C CRIZ ANTONIO A CATALUÑA
Cadet in-charge, Corps Publications Editor-in-Chief, Photography

CDT 1C DENNIS MONROID YUSON **CDT 1C NOEL B ENOC**
Chairman, Selection Committee Ex-Officio Chairman, Selection Board

CDT 1C JOHN SALVADOR A BELLO **CDT 1C GINER**
Regimental Commander Regimental Finance

CDT 1C ROD KEVIN T TALPLACIDO **CDT 1C JULIE ANN B AGUILAR**
Editor-in-Chief, Kalasag Editor-in-Chief, Diary/Notebook

CDT 1C KRISTEL JOY A ADUCON **CDT 1C FRANCHESKA S SENDRIJAS**
Editor-in-Chief, Miscellaneous Editor-in-Chief, Calendar

CDT 2C ROBERT IAN E RAZON **CDT 3C FLORECE**
Class President CL 2016 Class President CL 2017

Noted by:

RICHIE MAKILAN YATAR
Police Chief Inspector
OIC Corps Publications

Recommend Approval:

JON ARANDIA ARNALDO
Police Senior Superintendent
Commandant of Cadets

Approved:

ARMANDO ESTEPA RAMOLETE
Police Senior Superintendent
Director PNPA