



**BIDS AND AWARDS COMMITTEE
(BAC II)**

REQUEST FOR QUOTATION

Project	: I.T. EQUIPMENT	Date	: 23 October 2018
PR No.	: 2018-09-1021	Quotation No.	: 2018-10-011
Approved Budget for the Contract	: ONE HUNDRED SEVEN THOUSAND SEVEN HUNDRED SIXTY-SIX PESOS (Php107,766.00)	Procurement Method	: Small Value Procurement

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than 26 October 2018 at 4:30 P.M. at New Executive Bldg., JP Laurel St., San Miguel Manila or psu.pcoo@gmail.com.

General Conditions:

1. Delivery period within 7 calendar days
2. Warranty shall be for a period of six (6) months from date of acceptance by PCOO.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
5. The supplier awarded with the contract shall submit the following updated documents prior to **payment**:

- Mayor's / Business Permit
- PhilGEPS Registration Number
- Income/Tax Return
- Omnibus Sworn Statement
- Professional License/Curriculum Vitae (Consulting Services)
- PCAB License (Infra.)
- NFCC (Infra.)

Company Name : _____

Address : _____

Email : _____ **Fax** : _____

Representative : _____ **Contact No.** : _____

Item No.	Item Description	Qty	Unit	Unit Price	Total
1	10TB Hard Disk Drive xxxxxx Nothing follows xxxxxx	5	Units	_____	_____
	TOTAL AMOUNT				P _____

After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

Printed Name / Signature

Date