



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

REQUEST FOR QUOTATION

Project : Workstations, Table, Cabinet **Date** : 14 January 2019
PR No. : 2018-11-1318 **Quotation No.** : 2018-12-029
Approved Budget for the Contract : ONE HUNDRED THIRTY-TWO THOUSAND PESOS (P 132,000.00) **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 15 January 2019 at 4:30 P.M at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:

1. Delivery period within 3 calendar days from receipt of the Purchase Order form.
2. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, 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 : _____ **TIN No** : _____
Representative : _____ **Contact No.** : _____

Item No.		Qty	Unit	Unit Price	Total
1	Workstations: 8 seater - partition side 50cm x 110 cm - 10pcs Partition Main 80 cm x 110 cm 8 pcs Table Top 80 cm x 50 cm 8 pcs 2 seater - side 50cm x 110 cm 4 pcs Main 100cm x 110cm 2pcs / Table Top 100cm x 50cm 2pcs 2 seater - side 50cm x 110 cm 4 pcs Main 75cm x 110cm 2pcs / Table Top 75cm x 50cm 2pcs	1	Unit		_____



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2	Customized Table - 70cm x 150cm Left Side 2 Drawer Center 1 Drawer Right Side 3 Drawer				
3	3. Customized Cabinet - 120W x 50D x 75H				P _____

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

Printed Name / Signature

Date