



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

**REQUEST FOR QUOTATION**

**Project** : Software Applications **Date** : 29 January 2019  
**PR No.** : 2018-09-1002 **Quotation No.** : 2019-01-0022  
**Approved Budget for the Contract** : ONE HUNDRED FORTY-FIVE THOUSAND PESOS (P 145,000) **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 01 February 2019 at 03:00 P.M. at New Executive Bldg., JP Laurel St., San Miguel Manila, or psu.pcoo@gmail.com.

**General Conditions:**

1. Price validity shall be for a period of sixty (60) calendar days.
2. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES.**
3. The supplier awarded with the contract shall submit the following updated documents prior to **payment**:
  - a. Mayor's / Business Permit
  - b. PhilGEPS Registration Number
  - c. Omnibus Sworn Statement (RA 9184 2016 RIRR Sec. 25.3)

**Company Name** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
**Email** : \_\_\_\_\_ **TIN** : \_\_\_\_\_  
**Representative** : \_\_\_\_\_ **Contact No.** : \_\_\_\_\_

| Item No. | Item Description  | Qty | Unit  | Unit Price | Total          |
|----------|---|-----|-------|------------|----------------|
| 1        | Software Application (Word Processor, Spreadsheet, Presentation) High-end | 7   | Units | _____      | _____          |
| 2        | Software Application (Word Processor, Spreadsheet, Presentation)          | 3   | Units | _____      | _____          |
|          |   |     |       |            | <b>P</b> _____ |

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

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Date