



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

REQUEST FOR QUOTATION

Project	: Multimedia Editing Software	Date	: 20 June 2019
PR No.	: 2019-05-0567	Quotation No.	: 2019-06-0130
Approved Budget for the Contract	: SIXTY EIGHT THOUSAND (P 310,383.00)	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 25 June 2019 at 2:00 P.M at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:

1. Delivery period within 7 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 in accordance with **Section 25.3 of the 2016 Revised Implementing Rules and Regulations of the RA 9184** (it is advised that the Omnibus Sworn Statement be submitted after confirmation of contract/purchase order with PCOO to not burden other non-winning suppliers with notarization fee of the said statement)

Company Name : _____
Address : _____
Email : _____ **TIN No** : _____
Representative : _____ **Contact No.** : _____

Item No.		Qty	Unit	Unit Price	Total
1	Multimedia Editing Software For teams, all applications For individuals Latest version of a program/software suite that allows for professional digital editing and rendering of images, sound and videos that's suitable for teams in an office environment	1	unit	_____	_____
				TOTAL:	_____

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

Printed Name / Signature

Date