



Republic of the Philippines
Government of Ormoc City
BIDS AND AWARDS COMMITTEE
Ormoc City

CEO

P.R. No.: 240486
Quotation No.: 243279-1930
PhilGEPs No.: _____

Standard Form Title:

REQUEST FOR QUOTATION

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by you or your authorized representative not later than _____.

LOUCELLE MAE B. ARANETA
PROCUREMENT OFFICER

- NOTE:** (1) ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY WRITTEN.
(2) DELIVERY PERIOD WITHIN 20 C.D. UPON RECEIPT OF THE APPROVED FUNDED PURCHASE ORDER (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be for a minimum for non-delivery without valid reason.
(3) WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS OF SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE

- OF ACCEPTANCE BY THE END-USER. (4) PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) DAYS. (5) G-EPS REG NO., MAYOR'S PERMIT, DTI/SEC, AND FOR ABC'S ABOVE 500K - ITR & OMNIBUS SWORN STATEMENT SHALL BE ATTACHED UPON SUBMISSION (6) BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCTS IF APPLICABLE. (7) THE **APPROVED BUDGET CEILING** FOR THIS PROCUREMENT IS (amount indicated below)

Php 131,400.00

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Tuesday February 20, 2024	Friday February 23, 2024
2	Submission of Canvass	Monday February 26, 2024	10:00 AM
3	Opening of Canvass	Monday February 26, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Table, Office (Dean's Table) - Melamine Laminated Material *Has 6 side drawers w/ safety lock & 1 center drawer w/ lock *With Grommet Hole / Size: 140 x 60 x 76cm / Color: Wenge	1 unit		
2	Executive Chair High Back Chair / Leatherette Material / Chrome Plated Starbase / With Tilt Mechanism / W/ Arm Rest / Color: Black	3 unit		
3	Rack, steel 6 Layer Steel Rack / Adjustable Shelves / Good Quality Size 2000 x 1000 x 458mm / Color: Light Gray	3 unit		
4	Steel Cabinet Lateral Cabinet 4 Layer (4 Drawer Lateral Steel Cabinet) Centralized Lock / Powder Coated Finish / High Quality Size: 900 x 450 x 1385mm / Color: Black	3 unit		
5	Steel Cabinet (4 Drawer Steel Cabinet) Superior Gang Drawer Locking System with 2keys Can Fit Letter & Legal Size Folder Full Extension Bar Bearing Drawer Runners Dimension: L62cm x W46cm x H134cm / Color: Black	1 unit		
6	Philippine Flag 6ft x 10ft, Embroidered Sun and Star Design, Cloth Material	10 pc		
GRAND TOTAL >>>				

Brand and Model : _____ Warranty : _____
Delivery Period : _____ Price Validity : _____

After having carefully read and accepted your Conditions, I/We quote you on the item at prices noted above and hereby commit to deliver the same if adjudged to have the lowest and responsive quotation.

Business Name

Printed Name/Signature/Date