



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

PERMITS

P.R. No. : 241657  
Quotation No. : 244093-2337  
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 \_\_\_\_\_

**KATHERYN A. SOLAÑA**  
PROCUREMENT OFFICER

- NOTE:** (1) ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY WRITTEN.  
(2) DELIVERY PERIOD WITHIN 15 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., MAYORs 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 **80,900.00**

	Activities	Schedule	
		FROM	TO
1	Issuance of Canvass	Wednesday June 05, 2024	Monday June 10, 2024
2	Submission of Canvass	Tuesday June 11, 2024	10:00 AM
3	Opening of Canvass	Tuesday June 11, 2024	2:00 PM

#	Item and Description	QTY	UNIT COST	TOTAL
1	Work Station	1 set		
	- 4 seater Back to Back Straight			
	- Melamine Laminated Panel and Table Top			
	- With Glass Panel			
	- With Grommet Hole			
	- Aluminum Trimming			
	- Size: 100 x 120 x 60cm			
	- Color: Blue			
	- with Free Installation			
2	Chair	4 unit		
	- Mesh Type Materials			
	- Medium Back Rest			
	- With Tilt Mechanism			
	- With Armrest			
	- Steel Chrome Base			
	- Size: 50 x 60 x 92cm			
	- Color: Black			
3	Drawer, Mobile	4 unit		
	- Melamine Laminated Material			
	- Has 3 Drawers and Centralized Lock			
<b>Sub-Total &gt;&gt;&gt;</b>				

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





ITEM NO. 1: WORKSTATION



ITEM NO. 2: MESH CHAIR



ITEM NO. 3: MOBILE, DRAWER