



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

REQUEST FOR QUOTATION

Project : VAN RENTALS FOR PCOO ROADSHOW AND FOI CAMPUS CARAVAN IN DUMAGUETE CITY
Date : 15 NOVEMBER 2019
PR No. : 2019-10-1215
Quotation No. : 2019-11-0338
Approved Budget for the Contract : FIFTY THOUSAND FOUR HUNDRED PESOS (P 50,400.00)
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 19 NOVEMBER 2019 at 08:00 A.M. at New Executive Bldg., JP Laurel St., San Miguel Manila or email to 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 topayment:**

- ☒ Mayor's / Business Permit
- ☒ PhilGEPS Registration Number
- ☒ Omnibus Sworn Statement
- ☒ BIR FORM 2303

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

Item No.	Item Description	Qty	Unit	Unit Price	Total
	VAN RENTALS FOR PCOO ROADSHOW AND FOI CAMPUS CARAVAN IN DUMAGUETE CITY ON NOV. 26-29, 2019				
	DETAILS AND SPECIFICATIONS: 2 VANS FOR 4 DAYS; GOOD FOR 10-15 PAX INCLUSIVE OF: FUEL PARKING FEE DRIVER DRIVER'S MEALS DRIVER'S ACCOMODATION				
	MAXIMUM USE OF VAN: NOV. 26- 12 HRS. NOV. 27 – 14 HRS. NOV. 28 – 14 HRS. NOV. 29- 8 HRS.	2 2 2 2	UNIT UNIT UNIT UNIT	_____ _____ _____ _____	_____ _____ _____ _____
	WITHIN DUMAGUETE CITY, SIBULAN AREA				
	MODE OF PAYMENT: SEND BILL ARRANGEMENT / NO DOWNPAYMENT; TOTAL INCLUSIVE OF VAT AND OTHER APPLICABLE CHARGES				
	TOTAL AMOUNT				_____

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

Printed Name / Signature

Date