



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

REQUEST FOR QUOTATION

Project : GIFTS CERTIFICATES FOR 2019 FOI AWARDS **Date** : 22 NOVEMBER 2019
PR No. : 2019-11-130 **Quotation No.** : 2019-11-0360
Approved Budget for the Contract : TWO HUNDRED FIFTY THOUSAND PESOS (P 250,000.00) **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 NOVEMBER 2019** at **1:00 PM** at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:

1. Delivery period within 3 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
- ☒ BIR Form 2303
- ☒ Omnibus Sworn Statement

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

Item No.		Qty	Unit	Unit Price	Total
	GIFTS CERTIFICATE FOR FOI AWARDS 2019				
	FOI CHAMPION: DEPARTMENT AWARD	100	Pcs		
	• CHAMPION				
	• 1 ST RUNNER UP				
	• 2 ND RUNNER UP				
	FOI CHAMPION: AGENCIES/BUSINESS/COMMISSION	100	Pcs		
	• CHAMPION				
	• 1 ST RUNNER UP				
	• 2 ND RUNNER UP				
	FOI CHAMPION: GOCC AWARD	100	Pcs		
	• CHAMPION				
	• 1 ST RUNNER UP				
	• 2 ND RUNNER UP				
	FOI CHAMPION: SUCs AWARD	100	Pcs		
	• CHAMPION				
	• 1 ST RUNNER UP				
	• 2 ND RUNNER UP				
	FOI CHAMPION: HALL OF FAMER	100	Pcs		
	• CHAMPION				
	• 1 ST RUNNER UP				
	• 2 ND RUNNER UP				
	NOTE: DENOMINATION IS WORTH P500				
	****NOTHING TO FOLLOWS****				
	Total				P _____

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

Printed Name / Signature

Date