



REPUBLIC OF THE PHILIPPINES  
COMMISSION ON AUDIT  
REGIONAL OFFICE NO. IV-B  
Commonwealth Avenue, Quezon City, Philippines

**REQUEST FOR QUOTATION**

Date: January 24, 2019

RFQ No. 2019 - 04

The Commission on Audit (COA) Regional Office No. IV-B, Commonwealth Avenue, Quezon City, through its Bids and Awards Committee, shall undertake a Small Value Procurement in accordance with Section 53.9 of the 2016 Implementing Rules and Regulations of Republic Act No. 9184 for the **Purchase of Uniforms for the 2019 COA Inter-Luzon Sportsfest on March 18-22, 2019** with the following description:

Unit	Item/Description	Qty	Unit Price	Total Price
	<b>UNIFORMS for the following:</b>			
set	Basketball –Men/Women	38		
set	Volleyball – Men/Women	48		
set	Badminton	16		
pc	Chess	10		
pc	Dart	16		
set	Lawn Tennis	16		
set	Table Tennis	16		
pc	Billiards	16		
pc	Bowling	16		

The Approved Budget for the Contract (ABC) is **₱ 181,800.00**

Terms and Conditions:

1. All entries must be legibly written.
2. Prices offers exceeding the Approved Budget for the Contract (ABC) shall be automatically disqualified.
3. Total price quotation shall be inclusive of taxes.
4. The price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract.

The supplier with the lowest calculated price quotation shall submit the following documents before issuance of Notice of Award:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Income and Business Tax Return
4. Omnibus Sworn Statement

Submission of price quotation is not later than seven (7) calendar days from publication to COA website, PhilGEPS and in a conspicuous place at the COA Regional Office No. IV-B premises of this Request for Quotation, from 8:00 A.M. to 5:00 P.M. at the Administration, Training and Finance Services, Commission on Audit, Regional Office No. IV-B, Commonwealth Avenue, Quezon City

For further inquiries, please contact:

**Ms. Leodivina A. De Leon**

Head, BAC Secretariat

COA Regional Office No. IV-B, Quezon City

Telefax Nos. 931-9304 / 951-3815

Email address: [ladeleon@coa.gov.ph](mailto:ladeleon@coa.gov.ph)

*O.R*

**ZITA R. DE GUIA**

BAC Chairperson

**ATTY. BERNARD D. BAKILAN**

BAC Vice Chairperson

*FAB Reyes*

**ATTY. FLORENCE ALBERT B. REYES**

BAC Member

*Sisay*  
**LUCILA A. MAGPANTAY**  
BAC Member

*RA*  
**CECILIA R. ASUNCION**  
BAC Member

## PRICE QUOTATION

TO : **Ms. LEODIVINA A. DE LEON**  
 Service Chief  
 Administrative, Training and Finance Services  
 COA Regional Office No. IV-B  
 Commonwealth Avenue, Quezon City

Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation for the **Purchase of Uniforms for the 2019 COA Inter-Luzon Sportsfest on March 18-22, 2019** (Small Value Procurement), hereunder is our quotation for the item/s:

Unit	Item/Description	Qty	Unit Price	Total Price
	<b>UNIFORMS for the following:</b>			
set	Basketball –Men/Women	38		
set	Volleyball – Men/Women	48		
set	Badminton	16		
pc	Chess	10		
pc	Dart	16		
set	Lawn Tennis	16		
set	Table Tennis	16		
pc	Billiards	16		
pc	Bowling	16		
<b>GRAND TOTAL</b>				

The price quotation is inclusive of taxes. The price offered is not subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract.

\_\_\_\_\_  
 Company Name

\_\_\_\_\_  
 Complete Address

Quoted by:

\_\_\_\_\_  
 Printed Name and Signature

\_\_\_\_\_  
 Tel. No./Cellphone No./E-mail address

\_\_\_\_\_  
 Date