



Republic of the Philippines
COMMISSION ON AUDIT
 Regional Office No. VII

REQUEST FOR QUOTATION

Date: March 6, 2019
 RFQ No.: 19-03-019

Name of Company: _____
 Address: _____
 Business Permit No.: _____ TIN No.: _____

Please quote your lowest offer for the item/s described below, subject to the General Conditions stated below, and submit your quotation duly signed by you or your representative not later than **March 18, 2019** in the return envelope attached herewith, and sealed.

General Conditions:

1. PRICES SHOULD BE INCLUSIVE OF VAT
2. PRICE VALIDITY SHALL BE FOR A PERIOD OF 60 CALENDAR DAYS
3. PLEASE ATTACH TOGETHER WITH YOUR QUOTATION A COPY OF YOUR PHILGEPS REGISTRATION NUMBER AND MAYOR'S PERMIT. OMNIBUS SWORN STATEMENT WILL BE SUBMITTED PRIOR TO AWARD.
4. MANAGEMENT RESERVES THE RIGHT TO REJECT OUTRIGHT ANY CONTINGENT BIDS.

MariSSA A. Gutierrez
MARISSA A. GUTIERREZ
 SA III - Supply and Property Officer

After having carefully read and accepted the General Conditions, I/we submit our quotation/s for the item/s as follows:

UNIT	ITEM & DISCRIPTION	QTY.	Approved Budget for the Contract (TOTAL)	OFFER					
				PRICE			Compliance with technical specifications (Pls. check)		Remarks/ Brand
				QTY	Unit Price	Total Price	Yes	No	
unit	Steel Filing Cabinet, 4 drawers steel ball bearing gauge 22 with file divider central locking system dimension: W 18 1/2 D 28 1/2 H 52 in	4	40,000.00						
unit	Steel Filing Cabinet, 4 drawers, lateral steel ball bearing gauge 22 with file divider central locking system dimension: W 36 D 18 1/2 H 52 in	2	30,000.00						
unit	Senior Executive Chair Leatherette, PU black highback; with gas lift; with arm rest metal chrome base	4	32,000.00						
			102,000.00						

Warranty : _____ Delivery Period : _____ Price Validity : _____

Canvassed by: _____

 Printed Name/Signature

 Tel. No. / Cellphone No.
 e-mail address

 Date