

Republic of the Philippines
City of Manila
CITY GENERAL SERVICES OFFICE
REQUEST FOR PRICE QUOTATION
(Small Value Procurement)

Date: February 15, 2018
Quotation No.2018-02-15

Company Name: _____
Address: _____

Please quote your lowest price on the item/s listed below and submit your quotation together with the requirements stated hereunder to this office located at Room 442, Manila City Hall Building, Arroceros Street, Manila during office hours within seven (7) calendar days from receipt hereof, subject to the following terms and conditions, to wit:

1. Delivery period shall be within fifteen (15) calendar days upon receipt of Notice to Proceed.
2. Warranty shall be for a period of three (3) months for supplies and materials, One (1) year for equipment from date of acceptance by the end-user
3. Price validity shall be for a maximum period of 120 calendar days.
4. Subject to the submission of the following documents:
 - a. DTI Certificate of Registration
 - b. Mayor's/ Business Permit
 - c. PHILGEPS Registration Number
 - d. Income/Business Tax Return
 - e. Omnibus Sworn Statement

Canvassed By:

CRISTINA R. TABUNDA
Supply Officer II

FRANCIS F. YENKO
Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: City Auditor's Office Charge to: Capital Outlay/Motor Vehicle, IT Equipment other PPE ABC: Php500,000.00	PR No.08 OBR No. 100-1801-00164		
1	5	units	Laptop Branded 7500U 2.5 GHZ, 15.6" FHD Display 4 GB DRR4/ 2 TB HDD,GF940MX 2GB Wifi/ Webcam/Bluetooth, Cardreader, Windows 10	Php 64,000.00	Php _____	Php _____
2	10	units	Filing Cabinet, 4 drawers, steel, gauge 18 -x-x-x-x	Php 18,000.00	Php _____	Php _____
PER LOT BASIS TOTAL						Php _____

After having carefully read and accepted your terms and conditions, I/We hereby quote on the items/s at prices listed above

Printed Name/Signature

Tel. No/Cellphone No.
e-mail address

Date

320,000.00
-

180,000.00
-
-
500,000.00

-
-
-
-

1,000,000.00