

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2020-02-92

NP - Small Value Procurement

March 9, 2020

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. If applicable, indicate the specific brand, model/year and country of origin for each item.
2. Delivery period shall be within **fifteen (15) calendar days** upon receipt of **Purchase Order**.
3. 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.
4. Price validity shall be for a maximum period of 120 calendar days.
5. 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:

THELMA L. PEREZ
Officer-In-Charge

EVELYN V. MANUGUID
Acting Supply Officer I

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Department of Engineering and Public Works Charge to: Other Supplies and Materials Expenses ABC: Php250,000.00	PR No. 162 OBR No. 100-2001-00277		
1	150	pcs	Rain coat, plastic waterproof materials, poncho style with hood, free size, as per approved logo and color	Php 584.00	Php _____	Php _____
2	100	prs	Rain boots, long cut, black color, assorted sizes	Php 366.00	Php _____	Php _____
3	200	pcs	T-Shirts, long sleeves, bold letter in front (ENGINEERING) & at the back (MANILA), sizes large & XL as per approved design & color	Php 474.00	Php _____	Php _____
4	20	prs	Safety Shoes, High Cut, Sizes 6 - 10 x-x-x-x-x-x-x-x-x-x	Php 1,550.00	Php _____	Php _____
					Per Lot Basis Total	Php _____
					vvvvvvvvvvvvvvvv	

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.

Date