

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2021-03-123

NP - Small Value Procurement


March 11, 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 three (3) 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:


 EVELYN V. MASUGUID
 Acting Supply Officer I

THELMA L. PEREZ
 Officer-In-Charge

| ITEM | QTY. | UNIT | ARTICLE AND DESCRIPTION | CEILING PRICE | UNIT PRICE | TOTAL |
|--|------|-------|--|---------------|-------------------------------|-----------|
| Office: Department of Engineering and Public Works PR No. 448 Charge to: Other Supplies and Materials Expenses OBR No. 100-2103-01850 ABC: Php102,470.00 | | | | | | |
| 1 | 232 | pcs | T-shirt with print, cotton, purple, Sizes S, M, L, XL, XXL, XXXL | Php 360.00 | Php _____ | Php _____ |
| 2 | 5 | boxes | Face Mask, disposable, 2 ply, 50pcs/box, purple | Php 190.00 | Php _____ | Php _____ |
| 3 | 5 | rolls | Geena Fabric, 60 width, purple X-X-X-X-X-X-X-X-X-X | Php 3,600.00 | 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.

 Date