

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2021-03-126
NP-Small Value Procurement
March 23, 2021

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 and year 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
 - d. Income/Business Tax Return
 - e. Omnibus Sworn Statement

Canvassed By:

NOEMI D. BOLINAS
Supply Officer III

THELMA L. PEREZ
Officer-in-Charge

ITEM	QTY	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL PRICE
			Office: Manila Barangay Bureau Charge to:Capital Outlay-Furniture & Fixtures ABC: Php 295,000.00	PR No. 438 OBR No. 100-2103-01636		
1	5	units	Filing Cabinet Open metal steel rack, powder coated, stand alone metal shelves, Heavy Duty, Display shelve for filing documents Standard size: H2100mmxW1200mmxD400mm H2100mmxW1200mmxD450mm	Php 12,000.00	Php _____	Php _____
2	20	units	Acrylic Table Shield Portable acrylic divider/anti-droplet shield Free standing Acrylic screen, customized to fit Senior and Juniot office table measurements With Free installation	Php 10,000.00	Php _____	Php _____
3	1	unit	Sofa Corner sofa, with center table Materials: Sofa-Upholstered, synthetic leather, black, Dimensions: L150" x W105" x H37" Dimension: Center Table-36"L x 24"W x 17.25" H x x x x x	Php 35,000.00	Php _____	Php _____

PER LOT BASIS TOTAL: _____ Php _____

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

Printed Name/Signature

Tel. No/Cellphone No.
e-mail address

Date