


CITY GENERAL SERVICES OFFICE

REQUEST FOR PRICE QUOTATION (RFQ) NO. 2021-06-330  
NP - Small Value Procurement

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 / SEC Certificate of Registration with Secretary's Certificate
  - 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

THELMA L. PEREZ  
Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL PRICE
Office: Department of Assessment				PR No. 752		
Charge to: Printing and Publication Expenses				OBR No. 100-2104-03310		
ABC: Php330,000.00						
1	20,000	pcs.	Preprinted continuous form with print and logo Blue, 8.5 x 11	Php 5.00	Php _____	Php _____
2	20,000	pcs.	Preprinted continuous form with print and logo White, 8.5 x 11	Php 5.00	Php _____	Php _____
3	20,000	pcs.	Tax Declarations-continuous form with printy front and logo A4, 8.27 x 11.69	Php 5.00	Php _____	Php _____
5	10	bundle	Allotment & Obligation Slips (OBR), 50 sets/pad, 5 copies/set	Php 1,500.00	Php _____	Php _____
6	10	bundle	Journal Entry Voucher, 50 sets, 5 copies/set	1,500.00		
<b>TOTAL Php 330,000.00</b>						

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