

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2020-06-384

NP-Small Value Procurement

June 30, 2021

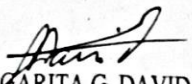
Company Name: _____

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

Canvassed By:


 ANA MARGARITA G. DAVID
 Acting Supply Officer I

THELMA L. PEREZ
 Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Office of the Mayor Charge to: Representation Expenses ABC: Php500,000.00	PR No. 980 OBR No. 100-2106-05383		
1	1	LOT	Food and Drinks			
	5,000	btl.	Bottled Water 500ml	Php 30.00	Php _____	Php _____
	3,500	pcs.	Styro Cup, 8oz.	2.50	Php _____	Php _____
	1,500	pcs.	Plastic Spoon	1.90	Php _____	Php _____
	1,500	pcs.	Plastic Fork	1.90	Php _____	Php _____
	290	packs	Coffe Stirrer, 100pcs/packs	50.00	Php _____	Php _____
	990	cans	Softdrinks in can 330ml	45.00	Php _____	Php _____
	680	packs	Coffee Sacgets 20grams 48pcs/pack	145.00	Php _____	Php _____
	680	packs	Creamer sachets 5 grams 48pcs/pack	130.00	Php _____	Php _____
	400	packs	Biscuits 25grams 24pcs/pack	180.00	Php _____	Php _____
	175	packs	Cupcakes 10pcs/pack x-x-x-x-x-x-x-x-x-x	100.00	Php _____	Php _____
					TOTAL	Php _____ vvvvvvvvvvvv

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