

CITY GENERAL SERVICES OFFICE

REQUEST FOR PRICE QUOTATION (RFQ) No. 2021-07-429

NP-Small Value Procurement

July 19, 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 Number
 - d. Income/Business Tax Return
 - e. Omnibus Sworn Statement

Canvassed By:

THELMA L. PEREZ
Officer-In-Charge

DUANNIE C. GONZALES
Acting Supply Officer I

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Manila Health Department Charge to: Supplemental Budget #5. Ordinance # 8742 Office Equipment-Manila Field Hospital ABC: Php96,900.00	PR No. 1055 OBR No. 100-2106-05906		
			MANILA FIELD HOSPITAL Office Equipment			
1	10	units	Printer, 3 in 1, print, copy & scan Functions: Print, Scan, Copy Print Speed: 16 (Mono)/9 (Col) ipm wireless & mobile printing Paper Size: A4, Letter, Executive, A5, A6, Photo 4"x6", Indexcard 5"x8", Photo 5" x 7", C5 Envelope, Com-10, DL Envelope, Monarch, Photo -3.5"x5", Resolution: Up to 1,200 x 6,000 dpi, Maximum Paper Capacity: 150 sheets (80 gsm, plain paper) X-X-X-X-X-X-X-X-X-X	Php 9,690.00	Php _____	Php _____
						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.
e-mail address

Date