

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2021-07-481

NP - Small Value Procurement
July 29, 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 such 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
- b. Mayor's/Business Permit
- c. PhilGEPS Registration
- d. Income/Business Tax Return
- e. Omnibus Sworn Statement

Canvassed By:

NENITA C. FLORES
Acting Supply Officer I

THELMA L. PEREZ
Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
			Office: Department of Assessment Charge to: Capital Outlay-FY 2021 Ordinance 8702 Office Equipment ABC: Php797,000.00	PR. No. 1062 OBR No. 100-2107-06380		
1	3	units	2.5 HP Split Type Inverter	Php 92,000.00	Php _____	Php _____
	3	units	Installation (30ft.) of 2.5 HP Split Type Inverter	Php 40,000.00	Php _____	Php _____
	2	units	Dismantling of 2 units split type aircon	Php 3,500.00	Php _____	Php _____
2	2	units	3 Tonner Inverter Floor mounted Aircon	Php 135,000.00	Php _____	Php _____
	2	units	Installation (60ft.) of 3 Tonner	Php 62,000.00	Php _____	Php _____

Dismantling and Installation of Air-conditioning units

Scope of Work:

1. Installation of Air-conditioning Unit including mechanical piping standard support, electrical interlocking between indoor unit and outdoor unit only
2. Fabrication of Platform
3. Leak Testing, Vacuuming of system and Recharging of Freon.

warranty: One (1) year warranty on equipment

XXXXXXXXXX

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