

CITY GENERAL SERVICES OFFICE

REQUEST FOR QUOTATION (RFQ) No. 2021-08-524

NP-Small Value Procurement

August 17, 2021

Company Name: _____

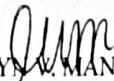
Address: _____

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:


EVELYN W. MANUGUID
Acting Supply Officer I

THELMA L. PEREZ
Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL PRICE
			Office: Department of Engineering & Public Works Charge to: Repairs & Maintenance- Machinery & Eqpt. ABC: Php22,313.36	PR No. 1259 OBR No. 100-2107-06396		
1	2	units	Repair of Two (2) units Copier Machine incl. materials - GESTETNER Model 2501L Scope of Work: 1. Replacement of drum, cleaning blade, developer for MP 2001L/ MP 2001L, Hot Roller, Pressure Roller bushing, thermistor, Stripper Paws: Sub-Assy 2. General Cleaning Warranty: Three (3) months upon final acceptance X-X-X-X-X-X-X-X-X-X	Php 11,156.68	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.

Date