BIDS AND AWARDS COMMITTEE
(BAC II)

REQUEST FOR QUOTATION

Project	:	A4 COPY PAPER	**Date**	:	26 JULY 2019
PR No.	:	2019-07-0758	**Quotation No.**	:	2019-07-0184
Approved Budget for the Contract	:	ONE HUNDRED EIGHTY-NINE THOUSAND EIGHT HUNDRED FORTYPESOS (P 189,840.00)	**Procurement Method**	:	SMALL VALUE PROCUREMENT

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than 31 July 2019 at8:00A.M. at New Executive Bldg., JP Laurel St., San Miguel Manila or email to psu.pcoo@gmail.com.

General Conditions:

1. Delivery period within 7 calendar days from receipt of the Purchase Order form.
2. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
3. Price validity shall be for a period of sixty (60) calendar days.
4. Price quotations shall be **inclusive of all costs and applicable taxes.**
5. The supplier awarded with the contract shall submit the following updated documents **prior topayment**:

   ☒ Mayor's / Business Permit
   ☒ PhilGEPS Registration Number
   ☒ Omnibus Sworn Statement
   ☒ BIR FORM 2303

Company Name : _____
Address : _____
Email : _____ **TIN** : _____
Representative : _____ **Contact No.** : _____

Item No.	Item Description	Qty	Unit	Unit Price	Total
	A4 COPY PAPER 80gsm Size:210mm x 297mm	678	reams	_____	, _____
				_____	_____
				_____	_____
				_____	_____
				_____	_____
				_____	_____
	TOTAL AMOUNT				_____

After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

_____
Printed Name / Signature

_____
Date