

REQUEST FOR QUOTATION

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **30 AUGUST at 12:00 P.M** at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

1. Delivery period within 3 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 to **payment:**

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

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

Date