



**BIDS AND AWARDS COMMITTEE
(BAC II)**

REQUEST FOR QUOTATION

Project : ROYAL BLUE ROUND NECK W/ COLLAR POLO SHIRTS **Date** : 11 NOVEMBER 2019
PR No. : 2019-11-1281 **Quotation No.** : 2019-11-0341
Approved Budget for the Contract : TWO HUNDRED-THREE THOUSAND FIVE HUNDRED PESOS (P 203,500.00) **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 14 NOVEMBER 2019 at 08:00 A.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
1	Royal Blue Round Neck w/ collar Polo Shirts - With colored embroidered PCOO logo 2" (inches) length, 3" (inches) height, in the right side (Front) and - Side sleeve embroidered capital letters "PCOO" (3" (inches) length and 2" (inches) height.) Materials: Honeycomb w/ kintted collar and cuffs Print: Embroidery TOTAL AMOUNT	370	PCS.	_____	_____

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

Printed Name / Signature

Date