



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

REQUEST FOR QUOTATION

Project : GIFT CERTIFICATES FOR 2019 FOI SUMMIT **Date** : 22 NOVEMBER 2019
PR No. : 2019-11-1278 **Quotation No.** : 2019-11-0359
Approved Budget for the Contract : TWO HUNDRED FIFTY THOUSAND PESOS **Procurement Method** : SMALL VALUE PROCUREMENT
(P 250,000.00)

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **25 NOVEMBER 2019** at **1:00 PM** at New Executive Bldg., JP Laurel St., San Miguel Manila, psu.pcoo@gmail.com

General Conditions:

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:

- ☒ Mayor's / Business Permit
- ☒ PhilGEPS Registration Number
- ☒ BIR Form 2303
- ☐ Income/Tax Return
- ☒ Omnibus Sworn Statement
- ☐ Professional License/Curriculum Vitae (Consulting Services)
- ☐ PCAB License (Infra.)
- ☐ NFCC (Infra.)

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

Item No.		Qty	Unit	Unit Price	Total
	GIFT CHECKS / CERTIFICATES FOR FOI SUMMIT 2019 11 DECEMBER 2019				
	1. TOKENS FOR RESOURCE SPEAKERS	250	Pcs		
	2. PRIZES FOR ACTIVE PARTICIPANTS	250	Pcs		
	NOTE: DENOMINATION WORTH P500.				
	Total				P _____

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

Printed Name / Signature

Date