



REPUBLIC OF THE PHILIPPINES
PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon
Malacañang, Manila

BIDS AND AWARDS COMMITTEE – II

Project:	LATEST VERSION AND PRO EDITION OF OPERATING SYSTEM FOR PERSONAL COMPUTER	Date:	02/28/2020
PR No.:	2020-02-0106	Quotation Number	2020-02-0052
Approved Budget: for the Contract	NINETEEN THOUSAND NINE HUNDRED EIGHTY PESOS (P19,980.00)	Mode of Procurement:	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 **03 March 2020** at **11:00 AM** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via psu.pcoo@gmail.com.

General Conditions:

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall be render the quotation unresponsive.
- Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
- Payment will be on a **SEND BILL ARRANGEMENT**; i.e. full payment will be made after the completion of the event or delivery of the service.
- 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.
- Price validity shall be for a period of sixty (60) calendar days.
- Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES**.
- The supplier awarded with the contract shall submit the following updated documents **prior to payment**:
 - ✓ Mayor's / Business Permit
 - ✓ PhilGEPS Registration Number
 - Income/Tax Return
 - Omnibus Sworn Statement
 - Professional License/Curriculum Vitae (*for Consulting Services*)
 - ✓ BIR Form 2303 (Certificate of Registration)

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

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	LATEST VERSION AND PRO EDITION OF OPERATION SYSTEM FOR PERSONAL COMPUTER	2	pc		
	****nothing to follows****				
	TOTAL AMOUNT				P _____

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

Printed Name / Signature

Date