



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

REQUEST FOR QUOTATION

Project	:	OFFICE FURNITURE FOR CORDS X	Date	:	28 FEBRUARY 2020
PR No.	:	2020-02-0155	Quotation No.	:	2020-02-0053
Approved Budget for the Contract	:	TWO HUNDRED NINE THOUSAND NINE HUNDRED FIFTY PESOS (P 209,950.00)	Procurement Method	:	SHOPPING B

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 **08:00 AM** 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
- ☒ Omnibus Sworn Statement

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

Item No.		Qty	Unit	Unit Price	Total
	OFFICE FURNITURE FOR CORDS X				
	1) 3 LAYER FILING CABINET - LATERAL				
	*BLACK/BEIGE				
	*L 35.43" X W 17.72" X H 40.4"	2			
	*ANTI-TILT, CENTRAL LOCKING, PUNCHED HOLES FOR FOLDERS, PLASTIC DIVIDER, MOVEABLE HANGER, WITH NAME HOLDER				
	2) EXECUTIVE CHAIR/CONFERENCE CHAIR	9			
	*MATERIAL: SYNTHETIC LEATHER, CHROME BASE				
	*COLOR: BLACK				
	*DIMENSION: L 21.5" X W 21" X H 40.75"				
	3) EXECUTIVE TABLE	1			
	*L 63" X W 33" X H 31.5"				
	4) VISITORS CHAIR	7			
	*NYLON, MESH, PVC BLACK				
	* L 49" X W 49" X H 49.5CM				
	5) CONFERENCE TABLE	1			
	*L 240 X W 120 X H 75CM				
	6) CLERICAL TABLE/WRITING TABLE	5			
	*L 1500 X W 750 X H 750M				
	7) FOLDING TABLE/TRAINING TABLE	2			
	* 30X30 SQ. TUBE. 0.8M WIDTH, ADJUSTABLE HEIGHT				
	(NOTHING TO FOLLOWS)				
	NOTE: SEND BILL ARRANGEMENT NO DEPOSIT/DOWN PAYMENT				
	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