



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the “Rental of Stand Alone Office Table”, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : “Rental of Stand Alone Office Tables”
Approved Budget : P247,500.00
for the Contract
Specifications : See attached Annex “A” for specification
Location : G/F DBM Building III, General Solano Street, San Miguel, Manila
Delivery Date : Ten (10) working days upon receipt of the Notice to Proceed

Interested suppliers are required to submit their valid and current Mayor’s Permit and PhilGeps Registration Certificate, and price quotation (Annex “A”).

Submission of quotation and eligibility documents is on or before 5:00 p.m. of December 1, 2014 at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-4979.

For inquiry, you may contact us at tel. nos. 735-4979 or 490-1000 locals 3114, 3115 & 3117.

Very truly yours,

ATTY. SOFIA C. YANTO
Director, Administrative Service

PRICE QUOTATION FORM

Date

The Administrative Service
Department of Budget and Management
Ground Floor, DBM Bldg. III, Gen. Solano St.
San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Monthly Rental	Total Cost for 4 ½ Months
Rental of 60 units stand alone office tables		

(Amount in Words) _____

Note:

1. The 60 office tables should fit an area of 24m x 16m
2. Estimated duration of rent, i.e. 4 ½ months, subject to change during actual implementation
3. Mode of payment: monthly, at the end of every month
4. The above quoted price are inclusive of all costs and applicable taxes

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.