

Standard Form Number: SF-GOOD-60  
Revised on: 24 May 2004  
**Request for Quotation**

Date : 1 December 2020  
Quotation No. : 2021-01-005

\_\_\_\_\_  
Company Name  
\_\_\_\_\_  
\_\_\_\_\_  
Address

Please quote your lowest price on the item/s listed below, subject to the General Conditions on this page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 10 December 2020.

  
\_\_\_\_\_  
**ELLA LORAIN D. OBRA**  
Chairperson, BAC Secretariat

- NOTE :
1. ALL ENTRIES MUST BE TYPEWRITTEN AND PLACED IN A SEALED ENVELOPE;
  2. DELIVERY PERIOD WITHIN 7 CALENDAR DAYS;
  3. WARRANTY, SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY;
  4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS;
  5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION;
  6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED;
  7. THE PROCURING ENTITY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS TO DECLARE A FAILURE OF BIDDING, OR NOT TO AWARD THE CONTRACT.
  8. THE AWARD OF CONTRACT SHALL ONLY TAKE PLACE UPON THE APPROVAL OR ENACTMENT OF THE FY 2021 GENERAL APPROPRIATIONS ACT.

ITEM NO.	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE
1	Rental of Photocopying Services	1	P43,000.00
	Rental of one (1) unit photocopying machine		
	<b>PRICE QUOTATION</b>		

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

\_\_\_\_\_  
\_\_\_\_\_  
Printed Name/Signature  
\_\_\_\_\_  
Tel. #/Cellphone #/email address  
\_\_\_\_\_  
Date