

Standard Form of No.: SF-GOOD-60

Revised on: May 24, 2004

Standard Form Title: Request for QuotationQuotation No. : 25-024Approved Budget : P158,915.65Date : 9 May 2025

Company Name: _____

Address: _____

Please quote your lowest price on the price/s listed below, subject on the General Conditions on the note below, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **10:00 A.M on 12 May 2025** in an envelope duly sealed or through e-mail.



RESSIE A. ESTRELLA
BAC Chairperson/Procurement Officer

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED.
2. DELIVERY PERIOD MUST BE WITHIN **THIRTY (30) CALENDAR DAYS** FROM DATE OF THE RECEIPT OF THE PURCHASE ORDER.
3. WARRANTY SHALL BE A PERIOD OF **SIX (6) MONTHS** FOR SUPPLIES AND MATERIALS & ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF **120 CALENDAR DAYS**.
5. PHILGEPS REGISTRATION, CERTIFICATE/NUMBER SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
6. OMNIBUS SWORN STATEMENT SHALL BE ATTACHED FOR APPROVED BUDGET ABOVE 50K.
7. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES WITH CERTIFICATIONS OF THE PRODUCT BEING OFFERED, IF NEEDED.
8. BIDDERS SHALL PROVIDE SAMPLE FOR PURPOSES OF EVALUATION (UPON REQUEST).
9. QUOTATION SHOULD BE INCLUSIVE OF APPLICABLE WITHHOLDING TAX RATES ON GOVERNMENT MONEY PAYMENTS.
10. INDICATE BRAND OF ITEMS QUOTED.
11. ANY INTERLINEATIONS, ERASURES OR OVERWRITING SHALL BE COUNTERSIGNED BY THE BIDDER.
12. TO BE AWARDED AS ONE (1) CONTRACT. (ALL ITEMS TO BE QUOTED WITHIN THE ESTIMATED UNIT COST)

ITEM	QUANTITY	UNIT OF ISSUE	ITEM DESCRIPTION	ESTIMATED UNIT COST	ESTIMATED TOTAL COST
			Office Furniture		
1	5	unit	Lateral Filing Cabinet		
			- steel		
			- 4 layers with glass		
			- Color Gray		
			- 45.6cm x 62cm x 133.1cm (L x W x H)		
2	5	unit	Horizontal Filing Cabinet		
			- Steel		
			- 2 layers		
			- Color Gray		
			- 90cm x 45cm 74cm (L x W x H)		
			---- NOTHING FOLLOWS----		
			GRAND TOTAL		

PSWDO

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

Government Tax Chart:

Services : EWT 2% + (VAT 5% or NON-VAT 3%)

Goods : EWT 1% + (VAT 5% or NON-VAT 3%)

Media : EWT 2% + (VAT 5% or NON-VAT 3%)

Signature over Printed Name

Tel. No./Mobile No./E-Mail Address: _____