

**REQUEST FOR QUOTATION**

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

Address \_\_\_\_\_

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_

  
**NANCY R. CORPUZ**  
Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.  
2. DELIVERY PERIOD IS AS STATED IN THE SCHEDULE.  
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 VALID FOR A PERIOD OF **30** CALENDAR DAYS.  
5. PHIL-GEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.  
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

**Title of Procurement:**

**VAN RENTAL ( Pick Up, Drop Off and Vice Versa)**

**Purpose:**

**Participation of BMB Personnel to Open Water, Rescue and Refresher Diving Training in any point of Anilao or Mabini, Batangas on December 3,5,10,12,17 and 19, 2021**

**Approved Budget for the Contract (ABC):**

**P 96,000.00**

ITEM NO.	SCOPE OF WORK	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
	<b>VAN HIRE 15 SEATER CAPACITY</b>			
	<b>Pick Up and Drop Off</b>			
	<b>BMB, Quezon City to Anilao or Mabini Batangas and Vicinities (Vice-versa)</b>			
	<b>Batch 1</b>			
	December 3, 2021 - BMB, Quezon City to Anilao or Mabini, Batangas (Drop off point)	2 units	P _____	P _____
	December 5, 2021 - (Pick up point) Anilao or Mabini, Batangas to BMB, Quezon City	2 units	P _____	P _____
	<b>Batch 2</b>			
	December 10, 2021 - BMB, Quezon City to Anilao or Mabini, Batangas (Drop off point)	2 units	P _____	P _____
	December 12, 2021 - (Pick up point) Anilao or Mabini, Batangas to BMB, Quezon City	2 units	P _____	P _____
	<b>Batch 3</b>			
	December 17, 2021 - BMB, Quezon City to Anilao or Mabini, Batangas (Drop off point)	2 units	P _____	P _____
	December 19, 2021 - (Pick up point) Anilao or Mabini, Batangas to BMB, Quezon City	2 units	P _____	P _____
	<b>Additional Requests from Procuring Entity:</b>			
	<input type="checkbox"/> Please provide sample upon request of end-user			
	<input type="checkbox"/> Please see full specifications/attached sample design for reference.			
	<input type="checkbox"/> Other conditions to this request, please state: _____			
	<b>Bidders must submit the following requirements:*</b>			
	1. DTI/SEC Registration Certificate			
	2. Mayor's Permit			
	3. PHILGEPS Certificate of Registration			
	4. BIR Certificate of Registration			
	<small><b>Important Note:</b> For goods, conforme of the winning bidder must be done within seven (7) calendar days upon serving of the PO. For services, conforme of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO.</small>			
	<small>*Non-submission of these requirements may be grounds for disqualification from the bidding process.</small>			

Brand : \_\_\_\_\_  
Delivery Period : \_\_\_\_\_  
Warranty : \_\_\_\_\_  
Price Validity : \_\_\_\_\_

After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices

Printed Name/Signature \_\_\_\_\_

Tel. No./Cellphone No. \_\_\_\_\_

Email Address \_\_\_\_\_

Date \_\_\_\_\_