

BIODIVERSITY MANAGEMENT BUREAU

Quezon Avenue, Diliman, Quezon City
Telefax No. 924-6031 local 220

Date: **24 Jan 24**
Quotation No: **0035-01-24**
PR No. **0124.109**

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 _____.

Asst. Chair
ANSON M. TALSTAG
Chairperson, Bids and Awards Committee

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.
2. DELIVERY PERIOD IS WITHIN **15** 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 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:
Supply and Delivery of 16 pcs Executive Chairs

Purpose:
For official use of the BMB

Approved Budget for the Contract (ABC):
P136,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p>Executive Chairs</p> <p><i>Technical Specification:</i> High back leather chair padded seat and armrest PU leather material Color: Black 360 degree swivel chrome starbase with castor wheels Tilt adjustment Height adjustable Gas lift 25"L x 25"W x 45"-49"H</p> <p>Inclusive: Six (6) months warranty</p> <p>Note to bidder: Offered product must be the identical to the attached image:</p> <p>Additional Requests from Procuring Entity: <input type="checkbox"/> Please provide sample upon request of end-user <input type="checkbox"/> Please see full specifications/attached sample design for reference. <input checked="" type="checkbox"/> Other conditions to this request, please state: <u>For more info, please contact the end-user at 8924-6031 loc. 223</u> <u>Kindly address all proposals to the Chairperson, Bids and Awards Committee</u></p> <p>Contract shall be awarded to the bidder per: <input type="checkbox"/> Item basis <input checked="" type="checkbox"/> Lot basis</p> <p>Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process: 1. DTI/SEC Registration Certificate 2. Valid and Current Mayor's Permit 3. PHILGEPS Certificate of Registration 4. BIR Certificate of Registration 5. Sign and Notarized Omnibus Sworn Statement</p> <p>Important Note: -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. -Notarization of the OSS should be completed with after the award of the contract but before payment pursuant to Item 6.3 of GPPB 09-2020</p>	16 pcs	P _____	P _____

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 noted above.

Printed Name/Signature _____ Tel. No./Cellphone No. _____ Email Address _____ Date _____

