

**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 \_\_\_\_\_.

*As of*  
**ANSON M. TAGTAS**  
 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 Various Maintenance Supplies (e.g. Led Bulb 5 watts and 15 watts, etc.)  
**Purpose:**  
 For official use of the NAPWC  
**Approved Budget for the Contract (ABC):**  
 P78,250.00

| ITEM NO. | ITEMS/DESCRIPTIONS  | QTY./ UNIT | UNIT PRICE          | TOTAL PRICE |
|----------|---|------------|---------------------|-------------|
| 1        | <b>Led Bulb, 5 watts</b>                                  | 50 pcs     | P                   | P           |
| 2        | <b>Led Bulb, 15 watts</b>                                 | 150 pcs    | P                   | P           |
| 3        | <b>Leb Tube Light, T-8, 9 watts (single ended)</b>        | 25 pcs     | P                   | P           |
| 4        | <b>Leb Tube Light, T-8, 15 watts (single ended)</b>       | 25 pcs     | P                   | P           |
| 5        | <b>Electrical Plastic Tape, big</b>                       | 20 rolls   | P                   | P           |
| 6        | <b>PVC Utility Box, 2"x4"</b>                             | 25 pcs     | P                   | P           |
| 7        | <b>PVC Junction Box, 4"x4"</b>                            | 25 pcs     | P                   | P           |
| 8        | <b>Receptacle, 2", plastic</b>                            | 25 pcs     | P                   | P           |
| 9        | <b>Receptacle, 4", plastic</b>                            | 25 pcs     | P                   | P           |
| 10       | <b>Circuit Breaker, 30A, plug-in type</b>                 | 10 pcs     | P                   | P           |
| 11       | <b>Panel Box, 8-branches w/ 30A breaker, plug-in type</b> | 1 set      | P _____             | P _____     |
|          |   |            | <b>GRAND TOTAL:</b> | P _____     |

Additional Requests from Procuring Entity:  
 Please provide sample upon request of end-user  
 Please see full specifications/attached sample design for reference.  
 **Other conditions to this request, please state:**  
**For more info, please contact the end-user at 8924-6031 loc. 236/243/240**  
**Kindly address all proposals to the Chairperson, Bids and Awards Committee**  
 Contract shall be awarded to the bidder per:  
 Item basis  
 Lot basis  
**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 Mayor's Permit  
 3. PHILGEPS Certificate of Registration  
 4. BIR Certificate of Registration  
 5. Sign Omnibus Sworn Statement  
**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 complied with after the award of the contract but before payment pursuant to item 6.3 of GPPB 09-2020

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.