



Kaagapay ng Komunidad sa Maginhawang Pamumuhay



Standard Form Number: SF-GOOD-60
Revised on: January 08, 2018
Standard Form Title: Request For Quotation

Company Name:
Address:
PhilGEPS Reg. No.

Date:
Quotation No.: 2023101300809

Please quote you lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 2023.

JUSANNE V. SALVADOR
SUPPLY OFFICER II
JUSANSALVADOR@YAHOO.COM
Tel/Fax No.: (02) 8817-3168

General Conditions:

- 1. All entries must be typewritten/accurate/readable.
2. Delivery period must be within seven (7) calendar days only.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
4. Price validity must be within thirty (30) calendar days.
5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.
6. Bidders shall submit original brochures showing specifications of product being offered.
7. All bid proposals must be VAT inclusive.
(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)

Table with 5 columns: Item No., Item and Description, QTY, Approved Budget (In Php), and BID Price. It lists various HP Toner items and a summary row for delivery details.

Brand and Model:
Delivery Period:
Warranty:
Price Validity:
Payee's Name & TIN:

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

Printed Name / Signature

Tel. No. / Cellphone No

E-mail Address

Date