



Standard Form Number: SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

Date:
Quotation No.

Company Name:
Address:
TIN No:

Please quote your 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 September 8, 2020.

MARY GRACE MANGAO
Technical Staff II
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- 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 G-EPS registration.
6. Bidders shall submit original brochures showing specifications of product being offered.
(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 items like Clerical Chair, Sofa, Disinfectant Spray, etc., with their respective quantities and budgeted prices.

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

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