REQUEST FOR QUOTATION
(SHOPPING / SMALL VALUE PROCUREMENT)

COMPANY : _______________________________
ADDRESS : _______________________________
CONTACT NO: _______________________________

Sir / Madam :

Please quote your lowest government price for each of the following item(s) specified below. Submit it in a sealed envelope to BAC Secretariat Office or thru email at doh4a.rfq@gmail.com, not later than February 14, 2020.

IMPORTANT:
1. Price should be valid for thirty (30) calendar days.
2. Delivery Period is within _______ calendar days from receipt of Purchase Order (P.O.).
3. Warranty shall be for a period of _______ months, if applicable.
4. Total Price quoted is subject to withholding tax.
5. Attach a valid (a) Mayor’s Permit (b) BIR Registration Certificate (c) Tax Clearance Certificate (d) DTI Certificate and (e) PhilGEPS Registration / Certificate, upon submission of the quotation.
6. New suppliers are required to submit a company profile.
7. Submit original brochures showing the product being offered, if applicable.

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

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Unit of Measure</th>
<th>ITEM AND DESCRIPTION</th>
<th>QTY</th>
<th>TOTAL ABC</th>
<th>(Please specify Origin/Brand/Model)</th>
<th>UNIT PRICE</th>
<th>TOTAL PRICE</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>unit</td>
<td>UPS BV 1000VA AVR, 120V</td>
<td>4</td>
<td>30,000.00</td>
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<td><strong>TOTAL</strong></td>
<td></td>
<td>30,000.00</td>
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</table>

Very truly yours,

NOEL G. PASION, MD, MPH, CESE
BAC Chairperson

DATE              February 11, 2020
P. R. No.          20-01-027
Requesting Unit    HRDS
Mode of Procurement Shopping

Supplier’s Signature Over Printed Name

Date