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 June 22, 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.


<table>
<thead>
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<th>Item No.</th>
<th>Unit of Measure</th>
<th>ITEM AND DESCRIPTION</th>
<th>QTY</th>
<th>TOTAL ABC</th>
<th>UNIT PRICE</th>
<th>TOTAL PRICE</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Brother Toner Cartridge TN-3448</td>
<td>10</td>
<td>55,000.00</td>
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<td>1</td>
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TOTAL 55,000.00

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

Very truly yours,

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

__________  
Supplier’s Signature Over Printed Name

__________  
Date