



REQUEST FOR QUOTATION

CANVASS No. : 23-10-797
Advertisement No. _____
Purchase Request No. 23-10-797

Name of Supplier/Company : _____
Company Address/Tel./Fax#.: _____
Philgeps Registration No. : _____
BIR Tin No. : _____
DBP Bank Account(No Bank Charge): _____
If none DBP Bank Account, Charges May Apply to Suppliers Account

Gentlemen:

Please quote your lowest price on the item/s listed below this page stating the shortest time of delivery and submit your quotation duly signed by your representative not later than October 24, 2023.

HONEY GRACE M. IRIZARI
Focal Person for Procurement Activities

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	11	pcs	OFFICE CHAIRS		
			>high back chair- padded fabric back rest and seat		
			>fixed PVC armrests		
			>pneumatic gaslit		
			>heavy duty base with nylon caster wheels		
	5	pcs	STEEL CABINET		
			>4 drawer filing cabinet office document safe steel		
			file storage organizer)		
			>revited construction for extra-strength		
			>Anti-tilt locking		
			>Light Grey Color		
			>heavy duty ball bearing runners		
			>fully assembled and packaged		
			>master keyed locking system		

NOTE :

1. DELIVERY PERIOD IS WITHIN _____ CALENDAR DAYS.
2. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES AND MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS.
4. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT.
5. THIS FORM SHALL BE ENCLOSED IN AN ENVELOPE AND SEALED BY THE BIDDER HIMSELF.

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

Canvasser Signature

Printed Name / Signature
of Supplier / Contractor

Date

SDF-USO-206-003-01



Certification Date: 1 February 2021
Recertification due date: 24 January 2024
For verification of the certificate please
access: www.gcl.co.uk/certification
check and type the registration number)



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