



REQUEST FOR QUOTATION

Date: _____
 Quotation No. _____

Company Name: _____
 Address _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.

SIXAN P. MADARIMOT
 Procurement Officer

- NOTE:
1. ALL ENTRIES MUST BE TYPEWRITTEN
 2. DELIVERY PERIOD WITHIN ____ CALENDAR DAYS
 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 90 CALENDAR DAYS
 5. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATES OF THE PRODUCT BEING OFFERED.
 6. PLEASE SUBMIT THE FOLLOWING ELIGIBILITY DOCUMENTS:
 A. Business Permit B. Philgeps Certificate/Membership C. Omnibus Sworn Statement (if ABC is above 50K)

Other Supplies: Approve budget for the contract (ABC) - 116,696.16

ITEM NO.	ITEM & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL
Other Supplies:					
01	Cloth, Silk, Purple	60	meters		
02	Cloth, Silk, White	60	meters		
03	Flowers, Plastic, Assorted	100	piece		
04	Flower Pot, Plastic, White, XL Size	20	piece		
05	Decorative Ribbons, Yellow	2	roll		
06	Decorative Ribbons, Violet	2	roll		
07	Decorative Ribbons, Orange	2	roll		
08	Decorative Ribbons, Green	2	roll		
09	Decorative Ribbons, White	2	roll		
10	HDMI to VGA Cable Converter	2	piece		
11	Linen Paper, A4, 10's	12	pack		
12	Malong, Batik, Glitters (for Token)	4	piece		
13	Frame, for Certificates, A4	12	piece		
14	Glue, All Purpose	3	bottle		
15	Fancy Paper Bag, 13 x 5 x 10	16	piece		
16	Balloons, Purple	9	pack		
17	Balloons, Golden	9	pack		
Prizes:					
Zumba Contest:					
18	Malong, Ordinary (for First Place)	110	piece		
19	Bath Towel, Big (for Second Place)	110	piece		
20	Mugs, Ordinary (for Third Place)	110	piece		
21	Face Towel (for Fourth Place)	110	piece		
22	Handkerchief (for Fifth Place)	110	piece		
*****nothing follows*****					
Total					

Delivery Period : _____
 Warranty : _____
 Price Validity : _____

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

Printed Name/Signature

Tel. No./Cellphone No.

E-mail Address