



Republic of the Philippines  
 Department of Health  
**SAN LAZARO HOSPITAL**  
 Manila, Philippines



**REQUEST FOR QUOTATION**

Date July 24, 2019

**Sir/Madam:**

Please give your quotation at Government prices on the following articles/materials urgently needed to be purchased by this hospital

Item#	QTY	UNIT	DESCRIPTION OF ARTICLES	Unit Cost	Total ABC
1	1	Unit	Scanner	35,000 00	35,000 00
			Automatic Document Feeder		
			<b>Requirements:-</b>		
			1 Philgeps Certificate of Registration and Membership (CTC)		
			2 Mayor's Permit (CTC)		
			3 Registration Certificate (SEC/DTI) (CTC)		
			4 Tax Clearance (CTC)		
			<b>Note</b> All documents must be a Certified True Copy (CTC) with signature over printed name		
			<b>Deadline for Submission on or before</b>		
			July 29, 2019		
			<b>VAT Inclusive .</b>		

**Important:**

- 1 This is an emergency purchase and all items/materials listed must be delivered within seven (7) working days after the receipt of the approved PURCHASE ORDER.**
- 2 A winning dealer who fails to make delivery of the items being purchased within specified date, whether in whole or in part, SHALL BE CONSIDERED A DEFAULTING BIDDER and shall therefore be subject to OPEN MARKET of the items/materials NOT DELIVERED and the DIFFERENCE IN PRICE to be charged against said defaulting bidder.**
- 3 The Government reserves the right to reject any or all bids or quotations, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the canvass**

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_

Authorized Representative \_\_\_\_\_

**Note:** Kindly Fax your Quotation at 711-6973

  
**DOMINICK M. DIAZ, MGM**  
 Supervising Administrative Officer  
 Head Procurement Department

  
**MHELET S. BENALES**  
 Canvasser