



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



**REQUEST FOR QUOTATION
ALTERNATIVE METHOD OF PROCUREMENT**

Sir/Madam:

Date:

Please give your quotation at Government price on the following articles/materials urgently needed to be purchased.

ITEM #	QTY.	UNIT	DESCRIPTION OF ARTICLES	UNIT COST	TOTAL COST	PRICE OFFER	
1	1	pc	Water Heater Shower, instant water heater (open outlet type) include installation	10,000.00	10,000.00		
2	1	pc	Paper Shredder, cross cut shredder	10,000.00	10,000.00		
3	1	pc	Executive Chair, material-Man-made Leather, Recline function, swivel mechanism w/ heavy duty white caste, Ergonomic mesh backseat, height adjustable	10,000.00	10,000.00		
4	1	pc	Conference Table, oval shape w/ top glass	40,000.00	40,000.00		
5	6	pcs	Conference Chair	3,500.00	21,000.00		
6	1	set	4 seater Dining Table: 1 table and 4 chairs wooden with top glass	20,000.00	20,000.00		
7	1	set	4 Seater Sofa Set, 4+1+1 leather	40,000.00	40,000.00		
8	1	pc	Mini Telephone Table	4,000.00	4,000.00		
9	1	pc	Steel cabinet, 4 layer	20,000.00	20,000.00		
10	1	set	Bed frame w/ mattress package; queen size, wooden bed frame	35,000.00	35,000.00		
11	1	pc	Mattress Foam, queen size	8,000.00	8,000.00		
12	1	lot	Window Blinds, various size include labor (8 windows)	45,000.00	45,000.00		
13	1	pc	Cork Board, 2 ft. x 1.5 ft.	800.00	800.00		
				Total	263,800.00		
			REQUIREMENTS: IN THREE (3) SEPARATE SEALED ENVELOPE				
			1. PRICE QUOTATION				
			2. PhilGEPS Certificate (CERTIFIED TRUE COPY with NAME and SIGNATURE)				
			3. Mayors Permit (CERTIFIED TRUE COPY with NAME and SIGNATURE)				
			4. SEC/DTI Registration (CERTIFIED TRUE COPY with NAME and SIGNATURE)				
			5. Business/Income Tax Return (CERTIFIED TRUE COPY with NAME and SIGNATURE)				
			6. NOTARIZED Omnibus Sworn Statement				
			SUBMISSION: _____, 10am at				
			Procurement Department				
			VAT Inclusive :				

Important:

- 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.
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 subjected to OPEN MARKET of the items/materials NOT DELIVERED and the DIFFERENCE IN PRICE to be charged against said defaulting bidder.
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: _____

DOMINICK M. DIAZ, MGM

Head, Procurement Department

ROWENA E. RODRIGUEZ

Canvasser

Note: Kindly send us your quotation with Requirements in Hard Copy