



SAN LAZARO HOSPITAL
Manila, Philippines



REQUEST FOR QUOTATION

Date: December 27, 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	10	sets	Brother Ink set of 4 (multicolor) for Brother DCP-1700W printer BT6000Bk BT5000M BT5000C BT5000Y	2,000.00	20,000.00
Requirements: (3 sets of sealed Enveloped)					
			1. Philgeps Platinum Cert. or RED (w/ CTC w/ name and signature)		
			2. SEC/DTI Registration (w/ CTC w/ name and signature)		
			3. Income tax return (w/ CTC w/ name and signature)		
			4. Mayor's Permit (w/ CTC w/ name and signature)		
			Deadline of submission on January 6, 2020 @ 10:00AM on Procurement Department		
			VAT Inclusive :		

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**

FM-HOPSS-PROC-004

Date Effective : October 26, 2018, Rev. 0

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

MHELET S. BEÑALES
Canvasser