



**REQUEST FOR QUOTATION
ALTERNATIVE METHOD OF PROCUREMENT**

Sir/Madam:

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	170	pcs	USB FLASH DRIVE 16GB	500.00	85,000.00	
			* Brand New			
			* 16 GB Storage			
			XX			
			Requirements: (3 SETS IN SEPARATE SEALED ENVELOPE)			
			1. PHILGEPS Certificate (certified true copy) w/ complete name and signature			
			2. Registration Certificate (SEC/DTI) (certified true copy)			
			3. Mayor's/ Business permit (certified true copy)			
			4. Income Business Tax Return (certified true copy)			
			5. Omnibus Sworn Statement (Notarized)			
			6. Date of Submission is on January 15, 2020 at 10:00 am at Procurement Department			
				TOTAL:	85,000.00	
			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 subjected 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: _____

DOMINICK M. DIAZ, MEM
Head, Procurement Department

MITCHELLE M. ICAWAT
Canvasser

Note: Kindly Fax the Quotation at 711-6973