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

REQUEST FOR QUOTATION

Date: February 17, 2020

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	12	cart	Toner Brother for FXTN2280	2,900.00	34,800.00
				Total:	**34,800.00**
			Requirements: (3 sets in 3 separate 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)		
			5. Omnibus Sworn Statement (notarized)		
			Deadline of submission on February 26, 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.**

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

Name of Company _____
Address _____
_____

Telephone # _____
Authorized Representative _____

MHELET S. BEÑALES
Canvasser

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