REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS
Tel. No.: 834-4000, 834-3279, Fax 834-3295

Date: 16 September 2020

REQUEST FOR QUOTATION OF PRICES

Sir:

Please submit your lowest price quotation for the following items individually described below, subject to the following conditions:

1. Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER will be served to the supplier. The delivery date will be indicated in the Purchase Order.
2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
3. Goods supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative.
4. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
5. Price quotation to be denominated in Philippine pesos shall include all taxes, duties and/or levies payable.
6. Please quote your best offer. You may submit your quotation duly signed by you or your authorized representative not later than 22 September 2020.

QTY	UNIT	PARTICULARS	UNIT COST	TOTAL AMOUNT (VAT INCLUSIVE)
72	bottle	Sparkling wine, 750 ml, Italy		
60	bottle	Chardonnay, 750 ml, USA		
120	bottle	Red wine, Cabernet Sauvignon, 750 ml, Bordeaux, France		
72	bottle	Red wine, Cabernet Sauvignon, 750 ml, USA		
		XXXXXXXXXXXXXXXXXXXX		
		Specifications: Should be reputable/well-known brands		
				ABC: Php 250,000.00

COMPANY NAME / SUPPLIER :

CONTACT PERSON :

CONTACT NUMBER :

ADDRESS :

EMAIL ADDRESS :

MARIA A. SANTERA
Canvasser/ Property Officer