

## REPUBLIC OF THE PHILIPPINES DEPARTMENT OF FOREIGN AFFAIRS

Tel. No.: 834-4000, 834-3279, Fax 834-3295

Date:

13 April 2021

## **REQUEST FOR QUOTATION OF PRICES**

## Sir/Madam:

Please submit your lowest price quotation for the following item/s 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.
- 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. Deadline of submission of quotations is on Friday, 16 April 2021 at 12:00 n.n.

QTY	UNIT	PARTICULARS	UNIT COST	TOTAL AMOUNT (VAT INCLUSIVE)
10	Pc	Executive Chair		
		<ul><li>Color: black</li></ul>		
		<ul> <li>High back</li> </ul>		
		<ul> <li>Heavy duty</li> </ul>		
		<ul> <li>High quality and durable</li> </ul>		
		<ul> <li>Ergonomic</li> </ul>		
		<ul> <li>Pre-manufactured</li> </ul>		
		<ul> <li>Mesh seat and back</li> </ul>		
		Adjustable headrest and armrest		
		Titling backrest and lifting mechanism		
		Aluminum or steel base with caster		
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
			ABO	C: Php 130,000.00

COMPANY NAME / SUPPLIER	:
CONTACT PERSON	:
CONTACT NUMBER	:
ADDRESS	:

Email Address

MARI A. SANTERA Canvasser/ Property Officer Office of the Secretary Tel No. +632-8834-4003

Email: osec.property@dfa.gov.ph