



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

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

Date: 10 August 2021

REQUEST FOR QUOTATION OF PRICES

Sir / Madam:

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 or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job 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/Services supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative and
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 13 August 2021.

| QTY | UNIT | PARTICULARS | AMOUNT |
|------------|-------------|---|---------------|
| 3 | license | Perpetual License of Portable Document Format (PDF) Editor <ul style="list-style-type: none">- Create PDFs from any file.- Edit and modify right inside the PDF.- Collect e-signatures and almost-instant feedback.- Merge PDFs. | |
| 11 | license | Perpetual License of Desktop Operating System <ul style="list-style-type: none">- Accessible and efficient use of computer applications- Built in security for files, safe browsing and stop unauthorized access- Memory management and allocation of files- Can do multitasking- Error detection and handling- Manages connection with peripherals such as mouse, keyboard and printers | |
| 11 | license | Perpetual License of Office Suite Software <ul style="list-style-type: none">- Has a word processing, spreadsheet, and program presentation.- Software and license support.- Licensed for home and commercial use. | |

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|---|---------|---|-------------------|
| 3 | package | Antivirus (5 licenses in 5 years) <ul style="list-style-type: none"> - Stop viruses, spyware, ransomware, and other malware - Block unsafe links, downloads, and email attachments - Scan for PC performance problems - Get real-time security updates - Enhanced firewall - Avoid fake websites | |
| | | XXXXXXXXXXXXX NOTHING FOLLOWS XXXXXXXXXXXXX | |
| | | TOTAL ABC | 300,000.00 |

Company Name / Supplier:
Address and Telephone No:
Contact Person :

Prepared by:


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 Vice-Chairman, OVS