

Date: 14 January 2023

## **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 the 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/Services 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.

QTY	UNIT	PARTICULARS	UNIT COST	TOTAL AMOUNT (VAT INCLUSIVE)
120	Pcs.	Customized Envelope		
		- Size 38 CM (W) X 27 CM (H) black oxford envelope with printed <b>10th PH - US BSD logo</b> (Annex A) and <b>native fabric flap cover design</b> (Annex C)		
120	Pcs.	Custom Made ID Lanyard		
		- Size 2.54 CM width personalized flat polyester ID lanyard with printed <b>10th PH-US Bilateral Strategic</b> <b>Dialogue logo and PH-US flag logo</b> (Annex B)		
		- With included keyloop and PVC ID case		
			ABC: Php 90,000.00	

5. Deadline of submission of quotation: 17 January 2023 at 12:00 NN.

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

ABNER C. STO. DOMINGO Property Officer Office of American Affairs Tel No.: 02-8834-4107 /09173210723 Email: oaa@dfa.gov.ph