

## REPUBLIC OF THE PHILIPPINES DEPARTMENT OF FOREIGN AFFAIRS

Tel. No.: 834-4000, 834-4318 Fax No.: 834-3295

Date: 04 April 2023

## REQUEST FOR QUOTATION OF PRICES

Sir:

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

- 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.
- 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 for Submission of Quotation: 11 April 2023 at 12:00nn

QTY.	UNIT	PARTICULARS	AMOUNT
10	Pcs	Solid State Drive (SSD) at Least 500GB	
10	Pcs	8GB Memory Card, DDR3-1600 LODIMM, Compatibility: DDR3-1333 DDIMM for Compatible desktop units	
		XXXXXXXXXX NOTHING FOLLOWS XXXXXXXXX	
		ADC	400 000 00
		ABC	100,000.00

Company Name / Supplier	:
Address and Telephone No	o:
Email add	:
Contact Person	:

Canvasser / Property Officer

## PURCHASE REQUEST



## Department of Foreign Affairs Agency

Department Section		OFFICE OF TREATIES AND LEGAL AFFAIRS	PR   5 SAI No.:		225		
				Date:	_1 5 MAR_2023_		
Stock No.	Unit	ITEM / DESCRIPTION	Quantity	Unit Cost (Php)	Total Cost (Php)		
	Pc	Solid State Drive (SSD) at least 500GB	10				
	Pc	8 GB Memory Card, DDR3-1600 LODIMM, Compatibility: DDR3-1333 DDIMM for compatible desktop units	10				
<u> </u>		XXXXX	XXX	xxx			
					-		
<u>-</u> -							
<del> </del>	•						
			<del>-  </del>				
					· · · · · · · · · · · · · · · · · · ·		
	<u>·</u>						
					·		
			<del></del>		<del></del> -		
	···			<u>.</u>			
	<del></del>						
	• •			· <del></del>			
+							
	- ***				<del></del>		
	<del></del>						
		1		TOTAL	100,000.00		
Purpose:				TOTAL	100,000.00		
_		For the upgrade of ten (10) desktop computers.					
		Requested By:					
Signature	)		,	/			
Printed Name: Designation:		ROUSSELK REYES Officer-in-Charge					