

## REPUBLIC OF THE PHILIPPINES DEPARTMENT OF FOREIGN AFFAIRS

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

Date: 22 May 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: 25 May 2023 at 12:00nn

QTY.	UNIT	PARTICULARS	AMOUNT
15	Roll	YMCK, COLORED RIBBONS, (500 images / roll)	
11	Roll	HDP TRANSPER FILM, (1500 images / roll)	
		XXXXXXXXX NOTHING FOLLOWS XXXXXXXXX	
		Are attached Purchase for specifications:	
		ABC	266,864.40

Company Name / Supplier:

Address and Telephone No:

Email add :

Contact Person

Contact: 8834-4009

<u>JEFFERSON B. TALAM</u>

Property Officer, Protocol

LUIS F. DAYAO, JR.

Canvasser / Property Officer

## PURCHASE REQUEST Department of Foreign Affairs Agency Department: OFFICE OF PROTO 17 April 2023 Section: Admin/Property SAI No.: \_ Cate: Stock No. Unit Item Description Qty Unit Cost Total Cost YMCK, COLORED RIBBONS roll 15 (500 images/ roll) HDP TRANSFER FILM roll 11 (1500 images/ roll Nothing follows Notenshould be compatible with the existing printer of the office which is FARGO HDP 5000. TOTAL ABC Php 266,864,40 Requested by: Approved by: Signature Printed Name: FRANCISCO NOEL R. FERNANDEZ 明RSON B. TALAM Property Officer, Protocol Designation: Assistant Secretary, Protocol