



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

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

Date: 03 July 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 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 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 **Thursday, 06 July 2023, 12:00noon.**

QTY	UNIT	PARTICULARS	UNIT COST	TOTAL AMOUNT (VAT INCLUSIVE)
100	pcs	Customized paperweight in ultra clear glass (rectangular, 15cm x 11cm, .9525 cm thickness)		
100	pcs	Customized special box with DFA logo and velvet inner padding/cushion for the customized paperweight		
100	pcs	Customized gift note in special paper with printed DFA logo, photo and description of the token		
		XXXXXXXXXXXXXXXXXXXXXXXXXXXX		
				ABC: Php240,000.00

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


LAUREL B. DELA CRUZ
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