



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

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

Date: 31 August 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 **05 September 2023, at 12:00noon.**

QTY	UNIT	PARTICULARS	UNIT COST	TOTAL AMOUNT (VAT INCLUSIVE)
8	pcs	Executive Chair Color: Black, High back, Heavy duty, High Quality and durable, Ergonomic, Pre-manufactured, Mesh Seat and back, Adjustable headrest and armrest. Titling backrest and lifting mechanism, Aluminum or steel base with caster		Php80,000.00
8	pcs	Mobile Pedestal Filing Cabinet Steel With 3-drawer including 1 central lock, 1 Pen tray and 1 file divider, 5 swivel castors built for ease on mobility, Material: Power-coated steel, Color: Gray, Dimension: 40 (W) x 56.5 (D) x 65.5 (H) cm, Weight: 14kgs.		Php35,000.00
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
			ABC:	Php 115,000.00

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


LAUREL B. DELA CRUZ
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