



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS

Tel. No.: 834-3897, 834-4892, Fax 834-3295

Date: 21 September 2023

REQUEST FOR QUOTATION OF PRICES

Sir/Madam:

The Office of United Nations and International Organizations (UNIO), will undertake Procurement for the four (4) units of laptop.

Name of Project: **Procurement of Four (4) units of laptop**

Approved Budget for the Contract: **Php 198,671.64**

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

1. Quotations must be accompanied by detailed specifications of the items to be procured.
2. Quotations submitted to this office will be considered the final offer.
3. 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.
4. The rental property and venue shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative.
5. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
6. Deadline of submission of quotations is **26 September 2023, 12:00 NN.**

| ITEM | QUANTITY | COST/UNIT | TOTAL |
|--------|----------|----------------------|-----------------------|
| Laptop | 4 | Php 49,667.91 | Php 198,671.64 |
| TOTAL | | | Php 198,671.64 |

ARMANDO ARROYO

Canvasser

Office of the United Nations and International Organizations

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