



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS



OFFICE OF CONSULAR AFFAIRS

Date: 12 MAR 2024

REQUEST FOR QUOTATIONS OF PRICES

Sir / Madam:

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

1. Quotations submitted to this office will be considered as the 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 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.
3. Goods/Services supplied delivered shall be subject to the usual inspection by the Department's Internal Audit or duly authorized representative and
4. Payment will only be effective by strict compliance with the usual prescribed accounting and auditing requirements.
5. Deadline for Submission of Quotation: 15 MAR 2024 at 12:00NN

QTY.	UNIT	PARTICULARS	TOTAL AMOUNT (VAT INCLUSIVE)
		Video Conferencing Software Subscription	70,000
		Please see attached Purchase Request and Terms of Reference	
		ABC	PHP 70,000.00

COMPANY NAME / SUPPLIER:

ADDRESS AND TELEPHONE NO.:

CONTACT PERSON:


MARX IAN A. RULLODA
Head, Project and IT Support Unit
DFA Office of Consular Affairs – ASEANA
Email : oca.pits@dfa.gov.ph
oca.procurement@oca.dfa.gov.ph