Date: ____01 August 2024

REQUEST FOR QUOTATION OF PRICES

Sir/Madam:

Please submit your formally detailed lowest price quotation form/letter for the following items individually described below, subject to the following conditions:

- 1. Formal 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.
- 3. 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: 06 August 2024, 12:00NN

QUANTITY	UNIT	PARTICULARS	AMOUNT
1	lot	Procurement of Network Device Configuration	
		Support	
		NOTHING FOLLOWS	
		Please see attached Terms of Reference and Purchase	
		Request for Specifications	
		ABC:	Php375,000.00

Company Name / Supplier:

Address and Telephone Number:

Contact Person:

Prepared by