



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS  
OFFICE OF THE CONSULAR AFFAIRS

Date: 15 November 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:

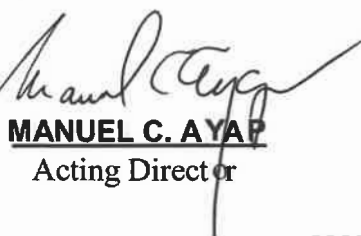
1. Formal Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job Order.
2. The Department 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: 18 November 2024 at 12NN

| QUANTITY                                 | UNIT | PARTICULARS   | AMOUNT               |
|--|------|---|----------------------|
| 8  | pcs  | <b>Double Swing Door Metal Cabinet, Locker Storage</b> <ul style="list-style-type: none"><li>- 72" H x 36.5" L x 18.5" H</li><li>- Adjustable Shelves</li></ul>   |                      |
| 1  | pc   | <b>Wooden Magazine Rack</b><br><b>Note: books/magazines should displayed standing</b> <ul style="list-style-type: none"><li>- Color: Brown</li><li>- Max Height: 50cm</li><li>- Max Width: 80cm</li><li>- Max Diameter: 25cm</li></ul>  |                      |
| 5  | pcs  | <b>Mobile Pedestal Cabinet</b> <ul style="list-style-type: none"><li>- Size: 40 (W) x 56.5 (D) x 65.5 (H) cm</li><li>- Color: Gray</li><li>- Material: Powder-coated steel</li><li>- Features: with 3 drawers including 1 central lock, 360 degrees rotating casters</li></ul>                                      |                      |
| 3  | pcs  | <b>Vertical 4-drawer Cabinet</b> <ul style="list-style-type: none"><li>- Size: 46 (W) x 62 (D) x 134 (H) cm</li><li>- Color: Gray</li><li>- Material: Powder-coated steel</li><li>- Features: 4-drawer vertical filing with anti-tilt lock mechanism compatible with A4, FC, Letter and Legal sized files</li></ul> |                      |
| 12                                       | pcs  | <b>Swivel Chairs</b> <ul style="list-style-type: none"><li>- Category</li><li>- Color: Black</li><li>- Features: High back, with armrest, adjustable seat height &amp; swivel 360 degrees</li></ul>   |                      |
| <b>APPROVED BUDGET OF CONTRACT (ABC)</b> |      |   | <b>PhP316,000.00</b> |

**Company Name / Supplier:**

**Address and Telephone Number:**

**Contact Person:**

  
**MANUEL C. AYAP**  
Acting Director