



Republic of the Philippines

Philippine Economic Zone AuthorityGSD.2.F.005
Rev 01, Apr. 2, 2018**REQUEST FOR QUOTATION**

23-May-19

Date

TO:

Please quote your lowest and most reasonable price/s of the item/s indicated below which is/are urgently needed by PEZA. The quotation must be in conformity with the detailed description/specification cited herein.

The Bids and Awards Committee (BAC) reserves the right to reject any or all quotation/s received without stating the reasons thereof and accept the offer most advantageous to the government.

The decision of the Committee shall be final and binding.

Your attention hereto is highly appreciated.

Very truly yours,

TERESO O. PANGA

BAC Chair

ITEM NO.	QTY.	UNIT	ARTICLES	UNIT PRICE	TOTAL COST
	355	reams	Bond Paper A4, 80gsm		

* APPROVED BUDGET FOR THE CONTRACT (ABC) IS Php 68,515.00

* BIDS EXCEEDING THE ABC SHALL BE DISQUALIFIED

- Bidder shall type or write in "Ink" the following on the sealed envelope:
 - his/her name or business name;
 - address; and
 - identification of the item/s being quoted.
- Bidder must submit the BID to the Supply & Property Management Division (SPMD) / Administrative Service Division (ASD) at the following address:
Bldg.3 DOE-PNOC Complex Energy Center, Rizal Drive, BGC Taguig City
- Deadline of submission of sealed bid is on May 28, 2019 , 5:00 PM.
- PRICE QUOTED SHALL BE VALID FOR 30 CALENDAR DAYS FROM DATE OF SUBMISSION. NON-DELIVERY OF GOODS BASED ON THE PRICE QUOTED SHALL BE A GROUND FOR BLACKLISTING.
- Delivery period: 15 calendar days upon receipt of Purchase Order.
- Terms of payment: Through Cheque/15 working days upon receipt of original invoice.
- Winning bidder must deliver the item/s to the following address:
Bldg.3 DOE-PNOC Complex Energy Center, Rizal Drive, BGC Taguig City
- BIDDER MUST SUBMIT THE FOLLOWING DOCUMENT/S:
 - Mayor's / Business Permit
 - Philgeps Registration Number

If you have any questions or concerns, please feel free to call Supply & Property Mgt. Division at the following telephone numbers: 551-3445 : 551-3451 loc 338 or 332

Sir / Madam:

We hereby quote our most reasonable price for the above item/s. We understand and hereby fully accept the terms and conditions specified above.

Signature of Supplier

Full Name:

Designation:

Business Name:

Contact No.:

Address: