



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
**PHILIPPINE NATIONAL POLICE**  
**POLICE REGIONAL OFFICE 8**  
Camp Kangleon, Palo, Leyte



RFQ No. PRO8-SVP-2021-110  
Date: September 13, 2021

### REQUEST FOR QUOTATION

The Proprietor/Manager

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**SIR/MADAM:**

Please quote your lowest price for the following items enumerated below, taking into consideration the following:

#### TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is **Php 144, 000.00.**
2. Price Quotation should be inclusive of all costs and applicable taxes.
3. Price Quotation shall be valid within sixty (60) calendar days from the deadline of RFQ.
4. The goods are grouped in a **single lot**. Award of contract shall be made to the lowest quotation, and must comply with the minimum description as stated in the terms and conditions.
5. Delivery period is within fifteen (15) to thirty (30) calendar days from the receipt of Purchase Order.
6. If awarded the contract, processing and payment shall be made after the complete delivery of services/supplies and final acceptance.
7. Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXII of the Revised IRR of RA 9184.
8. **FOB- Police Regional Office 8, Palompon MPS, Brgy. Central II, Palompon, Leyte**
9. The procuring entity may terminate the contract, in whole or in part, at anytime for unsatisfactory service.
10. ***Request for Quotation should be returned within the day from receipt hereof.***

<b>Item No.</b>	<b>ITEM AND DESCRIPTION</b>	<b>QTY.</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
<b>1</b>	<b>Executive Table</b> Material 3/4 Marine Plywood/Hardwood (top, sidings and drawers) Drawer lock, heavy duty Dimension: 120cm L x 60cm W x 75cm H Color: Brown/Black Others: One (1) side drawer (left), one (1) middle drawer, heavy duty drawer.	1	pc		

1	<b>Office Table</b> Material: Hardwood/Laminated Wood 120cmLx56Wx75cmH Preferably Black/Brown Color 3 Side Drawer with lock 1 Main Drawer with lock	4	pcs		
2	<b>Computer Table</b> 72.4cmLx 48.3cmWx 121cmH With Printer Stand With Keyboard Tray With CPU Stand Hardwood/Laminate Metal Tower Post	3	pcs		
3	<b>Office Chair</b> High Back Chair with arm, 360-degree swivel function, synthetic leather & chrome base Minimum Dimension: 480 mm W x 430 mm D x 930 mm H Seat Height: 460mm (max.) Color: Black	4	pcs		
4	<b>Gang Chair</b> Maximum Dimension: 2330mm(L) x 680mm (W) x 635mm (HT) 5-seater gang chair, Mid-high with arms chrome plated seat and back	3	pcs		
5	<b>Steel Cabinet</b> 3 drawers vertical	4	pcs		
6	<b>Sala Set</b> 2-single seater 1-3 seater with Center Table	1	set		

Reviewed and Checked by:

**PCPT JOHN ANTHONY S SANCHEZ**

Acting Chief of Police

I have read and understood the Terms & Conditions stated above. By signing this quote, I hereby agree and bind myself to the Terms & Conditions.

Signature Over Printed Name: \_\_\_\_\_

Position in Firm: \_\_\_\_\_

Business Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_