



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



RFQ No. PRO8-SVP-2021-091

Date:

REQUEST FOR QUOTATION

The Proprietor/Manager

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 294,800.00
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, San Francisco MPS, Brgy. Central, San Francisco, Southern Leyte.**
9. The procuring entity may terminate the contract, in whole or in part, at any time for unsatisfactory service.
10. ***Request for Quotation should be returned within the day from receipt hereof.***

Item No.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL
1	Executive Table Material: ¾" marine plywood (top, sidings and drawers) Drawer lock, heavy duty Dimension: 150cm L x 65cm W x 75cm H Color: Black Others: one (1) side drawer (left), one (1) middle drawer, heavy duty drawer	6	pc		

2	Executive Chair 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	6	pc		
3	4 Layer Drawer Lateral Filing Cabinet Material: Metal Color: Stone Gray With Lock 915Wx463Dx1320Hmm Weight: 38 kg w/ Ball Bearing Runners, Pull out handles and Drawers label holders	3	pc		
4	Gang Chair Maximum dimension: 2330mm(L) x 680mm (W) x 635mm(HT) 4-seater gang chair, Mid-high with arms chrome plated seat and back	3	pc		

Reviewed and Checked by:

PLT JOSE LUIS BESQUILLO

Officer in Charge

Signature, Name, Designation of
Authorized Official

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.: _____