

Request for Quotation (RFQ)

Date: September 8, 2017
 Quotation No. DepEd-17-NCR-RFQ-86

To all Eligible Suppliers/Bidders:

I. Please quote your lowest price appraisal inclusive of VAT on each/all of the Items below for the "Division Office Use (Finance, HR, Legal, Admin)." This is subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your representative not later than **10:00 AM of September 13, 2017. The Opening of Quotation shall be on the same date, 10:10 AM at Schools Division Office-Marikina City AVR2.** For more information please call the BAC Secretariat at Telephone No. (02) 682-39-89.

ELISA O. CERVEZA
ELISA O. CERVEZA 4
 BAC Chairperson

II. TOTAL APPROVED BUDGET: Php 32,600.00

III. SUMMARY OF ITEMS/WORKS

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1	Office Table w/ Center and side drawer Central locking System 39.5" L x 19.75" W x 29.5" H (Legal Ofc)	1 unit		
	Mesh Mid Back Chair Chrome Base (Legal/HR/Admin/Finance)	5 units		
	Executive High Back Mesh Chair Chrome base (Finance)	1 unit		
Total				

This is to submit our price quotations indicated above subject to the terms and conditions of this RSQ.

Bidder's Company Name:		TIN:	
Address:			
Telephone No.:	Fax No.:	e-mail:	
Supplier's Authorized Representative's Signature over Printed Name:		Date:	

IV. Terms and Conditions

Submission of Requirements:

- Quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) at DepEd Division of Marikina City, Shoe Ave., Sta. Elena, Marikina City through the Records Section.
- Supplier shall submit the following requirements:
 - Duly signed Invitation to Submit Quotation (RFQ). Prices shall be quoted in Philippine Pesos/Filled up detailed estimate of appraisal.
 - G-EPS/PhilGeps Registration Certificate
 - Valid Mayor's Permit and or any of the following: Latest audited financial statement, Tax clearance, Income and Business Tax Return, DTI/SEC/CDA Registration, and Omnibus Sworn Statement.