

REQUEST FOR QUOTATION

No. : 2023-12-345

December 21, 2023

To: All Eligible Bidders

1. Please quote your lowest price inclusive of VAT on the items listed below, subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your authorized representative at the DepEd Division of Zamboanga Sibugay, Pangi, Ipil, Zamboanga Sibugay not later than DEC 27 2023. Receipt of at least one (1) of this quotation is sufficient to proceed with the evaluation.
2. Term and Conditions
 - a. All entries must be READABLE/ TYPEWRITTEN.
 - b. Please fill up the blank section/ columns (Unit price, total price including the grand total).
 - d. Price validity must be within sixty (60) calendar days.

Note: Mayor's Permit and Tax Clearance must be duly authenticated or certified true copy by issuing Agency and PhilGEPS Certification.

 - e. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment and other services from date of acceptance by the procuring entity.

FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL

3. Quotation that exceeds the Approved Budget for the Contract (ABC) shall be automatically disqualified.

AURELIO A. SANTISAS
 BAC Chairman

Note: The Head of the Procuring Entity reserves the right to review the quotation of the bidders and reject any and all bids, declare the failure of the procurement process at any time prior to the contract award or not to award the contract pursuant to existing guidelines, without incurring any liability.

Please return in sealed envelope and indicate the RFQ number.

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	set	Office Table & Office Chair	4		
	unit	Executive Chair	2		
	ABC	90,800.00		TOTAL	
Purpose:		<i>For the use of COA Office.</i>			
Suppliers Company Name:			Date:		
Address:			Tel. No.:		
TIN Number:			Cell. No.:		
Supplier's Signature Over Printed Name:			Email Add:		
			Fax No.:		



📍 Pangi, Ipil, Zbga. Sibugay
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 🌐 depedzamboangasibugay.ph

OFFICE TABLE



OFFICE CHAIR



1001

EXECUTIVE CHAIR

-Hi-Back with Head Rest; Material a combination of mesh and fabric for extra comfort -
Metal and PU nylon armrest -Aluminum base Adjustable seat height -With tilt mechanism -
360-degree swivel function -Color: Black -Dimensions: 61(W) x 62(D) x 109-119(H) cm -
Weight Capacity: 100kgs

