



Republic of the Philippines
DEPARTMENT OF JUSTICE
Regional Prosecution Office XI
Ecoland, Davao City

Purchase Quotation No.: **2021-PQ-19**

REQUEST FOR QUOTATION

The Regional Prosecution Office XI (RPO XI), through the Bids and Awards Committee (BAC) is inviting interested parties to submit proposal/price quotation for the procurement of office equipment listed below:

Name of Project : Supply and Delivery of various office equipment for the National Prosecution Service XI.

Location : Room 205 Hall of Justice Building, Candelaria Avenue Ecoland, Davao City

Approved Budget for the Contract : **₱ 401,144.00**

Delivery Period : **Ten (10) working days**

The complete schedule of activities is listed as follows:

ACTIVITIES	SCHEDULE
Issuance of Price Quotation/Form	06 Sept. 2021 to 13 Sept. 2021
Submission of Proposal/Price Quotation	14 Sept. 2021 @ 2:00pm
Opening of Proposal/Price Quotation	14 Sept. 2021 @ 2:30pm

BILLING ARRANGEMENT:


Payments will be settled via (LDDAP – ADA) **SEND BILL** through the Financial Service, Department of Justice, Manila.

General Conditions:

1. All entries must be legibly written;
2. Suppliers must indicate only one quote per item, multiple quotations are grounds for disqualification from participating in the procurement at hand;
3. Quoted prices must be inclusive of taxes and other charges of fees and shall not exceed the Approved Budget for the Contract (ABC);
4. Bidders must indicate warranties, and other terms and condition when applicable.

Please quote your lowest price on the item/s listed in the succeeding page, subject to the General Conditions indicated therein and submit your quotation duly signed by your representative to the BAC Secretariat in-charge of RFQ or thru the authorized canvasser of this Department not later than 14 September 2021.

This office shall reserve the right to reject any or all proposals/price quotations, if there are defects therein, accepts the offer most advantageous to the government, and assumes no responsibility whatsoever to compensate or indemnify suppliers for any expenses incurred in the preparation.


ROBERT MICHAEL N. RAZON
Sr. Assistant Regional Prosecutor
Chairperson – Bids and Awards Committee

ITEM NO.	QTY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	A B C (Pesos)	UNIT PRICE
1	11	PIECES	STEEL CABINET, 4 DRAWERS W/ TOP LOCK, VERTICAL, WITH TOP LOCK	✓ 88,000.00	
2	5	PIECES	STEEL SUPPLIES CABINET, SWING TYPE DOOR W/ LOCK, 4 LAYERS	✓ 47,500.00	
3	5	PIECES	STEEL CABINET W/ VAULT, 3 LOWER DRAWERS W/ LOCK, VERTICAL	✓ 74,000.00	
4	12	PIECES	CLERICAL CHAIR, REVOLVING W/ BACK REST, W/O ARM REST, HYDRAULIC	✓ 24,000.00	
5	7	PIECES	EXECUTIVE CHAIR, REVOLVING W/ BACK AND ARM REST, HYDRAULIC	✓ 49,000.00	
6	5	PIECES	JR. EXECUTIVE CHAIR, REVOLVING W/ BACK AND ARM REST, HYDRAULIC	✓ 25,000.00	
7	6	PIECES	EXECUTIVE TABLE, WOODEN FRAME, W/ DRAWERS	✓ 78,000.00	
8	2	PIECES	JR. EXECUTIVE TABLE, WOODEN FRAME, W/ DRAWERS	✓ 15,644.00	

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices above and bind ourselves to deliver the above articles/merchandise within **TEN (10)** working days from the receipt of your Approved Purchase Order.

Canvassed by:



George Dave M. Maghari

Supplier:

Taxpayers Identification No.

Name of Company/Supplier

Name and Signature of Authorized Representative

Contact No.

PHILGEPS Registration No.