

Republic of the Philippines
Department of Justice
 Manila

(Company)	Validity Offer: _____
(Address)	Delivery Period: 45 days
Telephone No. / Fax No.	Terms of Payment: Gov't Procedure
Signature of Store Manager/Store Owner	

REQUEST FOR QUOTATION OF PRICES

QTY.	UNIT	DESCRIPTION	AMOUNT
200	pcs.	Golf Umbrella 30" * Nylon Material * Color: White * with 2 panel full color logo print * with tagline: 1.) ADR: Resolving Dispute through Amicable Settlement 2.) OADR: Helping resolve conflicts through the use of ADR in achieving speedy and impartial justice * with 2 panel full color logo print	P _____/pc.
200	pcs.	Memo Pad Set * Memo pad square with sticky notes and pen * Note, 5 color mini-sticky notes and pen * Size: 600 x 600 * Color: Brown * with tagline : ADR Resolving Dispute through Amicable Settlement * with full color logo print	P _____/pc.
500	pcs.	ID Lace/Lanyards with OADR logo	P _____/pc.
200	pcs.	Canvass Tote Bag * Heavy Canvass Shopper * Full side and bottom gusset * Web handles * Size: 14" W x 15" H x 4" D * with tagline : ADR Resolving Dispute through Amicable Settlement * with full color logo print	P _____/pc.

200

pcs.

Tumbler

- * Sexy Tumbler
- * Code: T-01
- * Size: 600 x 600
- * with full color logo print

P _____/pc.

** Please see attached samples

IMPORTANT CONDITIONS

1. All quotations submitted to this office are considered of the items specified above the prices quoted hereon. In the event that the offer is accepted, Purchase Order for the items above mentioned will be sent to the dealer concerned, advising them of such acceptance, the date of delivery of the said item, and the availability of the funds needed for this purpose.
2. Goods, as defined in Republic Act No. 9184 and its implementing Rules and Regulations, delivered to this office are subject to inspection by the Auditor of the Commission on Audit or his duly authorized representative. Payment therefore will be effected only after the said inspection and acceptance of the item and subject to the usual audit requirements.
3. This office hereby reserves the right to reject any or all offers, or accept such offer it may consider most economical and advantageous to the government.

Very truly yours,



EDITHA D. CRUZ

Chief, Procurement Management Division

LOOK FOR

Nice, Elmir, or Andrew

Procurement Management Division

Telephone No. (02)526-2753

Email Address: pmd@doj.gov.ph

Note: **Pls. include your VAT**