

## REQUEST FOR QUOTATION

Project Number: NP-COE-08B  
Reference PR Number: 2020-04-1002

Sir/Madam:

Please quote your best offer for the item/s listed below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative through email at [dave.musa@yahoo.com](mailto:dave.musa@yahoo.com)/courier - if sealed, addressed to Ms. Glenda D. Ravelo) or fax at (044) 456-0650 not later than **September 4, 2020**

**CHRISTOPHER DAVE B. MUSA**  
Buyer/Catvasser

  
**GLENDA D. RAVELO**  
Division Head, PMD *duj*

### PROCUREMENT TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is **Php 100,000.00**

2. Prices quoted are subject to deduction of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).

3. All bids in excess of the ABC will be rejected.

4. Complete technical specifications, brand and model must be indicated in the price quotation for evaluation purposes.

5. Delivery period shall be indicated in the quotation. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed.

6. Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.

7. **NEW** suppliers are required to submit a photocopy of valid Mayor's Business Permit, valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies. This shall be subjected for validation.

8. The winning Bidder is required to submit a photocopy of Latest Income/Business Tax Return and original copy of Omnibus Sworn Statement prescribed by the GPPB **PRIOR TO PAYMENT** of the goods delivered/services rendered.

9. Supplier warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
1	2	piece/lot	Podium/lectern Specifications Dimension (WHD): 61 x 117 x 38 cm Construction: Flexiglass, Tinted (grey or dark brown) Thickness: 1 cm -Must have wire duct for microphone -Must have built-in microphone holder -with CBC logo please see attached design		

Delivery Period:  30 calendar days  15 calendar days  7 calendar days  Others:

Place of Delivery:  PhilRice CES-Central Warehouse  ATI-QC  Others:

Price Validity:  120 calendar days  60 calendar days  30 calendar days  Others:

Warranty:  1 year  3 months  Others:

Payment Term:  30 calendar days  15 calendar days  Others:

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation:

Company Name:

Business Address:

PhilGEPS Registration No.:

Telephone Number:

Email Address:

PRRI RFQ Rev 5 Effectivity Date: Oct.29, 2019