

Republic of the Philippines DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street Manila 1004

REQUEST FOR QUOTATION

		D	Date: September		10, 2021		
		Р	urchase (Quotation No.	126-2021		
				_			
	180. 19						
Gentlemen :							
	Please	quote your lowest price on the item listed below, sub	ject to the (General Conditions at the	back		
hereof and s	ubmit y	our quotation duly signed by your representative	in sealed	envelope direct to the E	Bids and		
Awards Com	mittee	(BAC) Chairperson or thru the authorized canva	asser of thi	is Department not later	than		
		the time and date of the opening of the	ealed quota	ation.	1		
			1)/	reure	ede		
					7		
		ALVIN P. DIAZ, Director IV					
			Centra	al Administration Office			
QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFIC	CATION	UNIT PRICE	TOTAL		
2	unit	Binding and Punching Machine		₱9,534.72	₱19,069.44		
		Specs: Manual					
		A4 and legal size feed					
		24 hole					
		12 sheets punching					
		250 or more binding capacity					
1	unit	Laminating Machine		4,500.00	4,500.00		
		Specs: Portable					
		4 rollers					
		Forward and Reverse Function					
		Hot and cold		44,000,00	20,600,00		
2	unit	Paper Shredder Machine		14,800.00	29,600.00		
		Specs: Strip Cut capable for paperclip and Staple wire					
		15 sheets or more feeding capacity					
		5 hours or more continous feeding time					
		up to 200 liters bin capacity		9,297.60	9,297.60		
1	unit	Paper Trimmer/Cutting Machine		9,297.00	5,257.00		
		Specs: B4 and A3 paper size					
		10 sheets cutting ability					
		Metal Base					
		with paper guide NOTE: Please include the following required docume	nte unon				
		submission of your proposal for evaluation	nurnoses:				
-			i pai pooco.				
	_	Mayor's/Business Permit PhilGEPS Registration Number/Certificate					
		Omnibus Sworn Statement (duly notarized within pos	ing period)	, ,	₱62,467.04		
			ing pones,				
	^ <i>C</i> t l	(For OSEC & PRLO Use) aving carefully read and accepted your General of	conditions.	I/We quote you on the	item		
	Atter na	ve and bind ourselves to deliver the above articl	es/mercha	ndise within	working days		
at prices not	ed abo	valid Purchase Order (PO). The quotation are g	good only u	up to			
rrom receipt	or your	valid Full chase order (1 0). The quotate hard	,		1		
Canvassed	hv:	Supplier	:				
Carivasseu	υy.	By:					
		Tel. No.					
		TIN No.	:				



Republic of the Philippines DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street Manila 1004

REQUEST FOR QUOTATION

		Date :	September	ber 10, 2021	
		Purchase C	Quotation No.	126-2021	
entlemen :					
	Please	quote your lowest price on the item listed below, subject to the G	General Conditions at the	back	
ereof and s	ubmit y	our quotation duly signed by your representative in sealed	envelope direct to the E	Bids and	
wards Com	mittee	(BAC) Chairperson or thru the authorized canvasser of the	S Department not later	tnan	
		the time and date of the opening of the sealed quota	ition.		
			elle	deg	
		AVVIN	P. DIAZ, Director IV	5	
		/	I Administration Office		
	MONTH OF THE PARTY			TOTAL	
QUANTITY	UNIT	ARTICLE / MERCHANDISE / SPECIFICATION	UNIT PRICE	TOTAL	
2	unit	Binding and Punching Machine	₱9,534.72	₱19,069.4¢	
		Specs: Manual	92		
		A4 and legal size feed	1 - 1		
		24 hole			
		12 sheets punching			
		250 or more binding capacity	4,500.00	4,500.0	
1	unit	Laminating Machine	4,000.00	1,000.0	
		Specs: Portable			
		4 rollers Forward and Reverse Function			
	===	Hot and cold			
	unit	Paper Shredder Machine	14,800.00	29,600.0	
2	unit	Specs: Strip Cut capable for paperclip and Staple wire			
		15 sheets or more feeding capacity			
		5 hours or more continous feeding time			
		up to 200 liters bin capacity			
1	unit	Paper Trimmer/Cutting Machine	9,297.60	9,297.6	
		Specs: B4 and A3 paper size			
		10 sheets cutting ability			
		Metal Base			
	-	with paper guide			
		NOTE: Please include the following required documents upon			
		submission of your proposal for evaluation purposes:			
		1. Mayor's/Business Permit			
		2. PhilGEPS Registration Number/Certificate		₱62,467.0	
		3. Omnibus Sworn Statement (duly notarized within posting period)		1 02,407.0	
		(For OSEC & PRLO Use)	LOAVe arrests you on the	item	
	After ha	(For OSEC & PRLO Use) aving carefully read and accepted your General conditions,	I/vve quote you on the	working day	
	and aha	vo and hind ourselves to deliver the above articles/mercha	IIIIIII	working aay	
rom receipt	of your	r valid Purchase Order (PO). The quotation are good only u	ip to		
		Supplier :			
Canvassed	by:	Supplier . By :			
		Tel. No.:			

TIN No.:

GENERAL CONDITIONS

- 1. The bidders are required to submit brochures, literatures, pictures and technical data pertaining to the brand and model of the equipment being offered.
- 2. The quotation will not be considered unless it is properly signed by the bidder's authorized representative.
- 3. All prizes quoted herein are valid and binding for a period of sixty (60) days.
- 4. Bidder shall be responsible for the source of his equipment.
- 5. Subject to the provisions of the preceeding paragraph, where awardee has accepted a Purchase Order (PO) but fails to deliver the required products within the time called for in the same order, he must return the order accompanied by written explanations within the period of delivery of the merchandise. Thereafter, if the awardee has not completed delivery within the period, the subject PO shall be cancelled and the award shall be withdrawn from that supplier. The DOF shall then purchase the required item from such other sources as it may determine, with the price difference to be charged against the defaulting awardee.
- 6. The DOF reserves the right to reject any or all quotations, to waive any formality therein or to accept such quotations as may be considered most advantageous to the government.