



March 07, 2025

Date

## REQUEST FOR QUOTATION

Please quote your **LOWEST NET PRICE** to the Government on the items listed below, giving full and detailed description of your offers, stating the shortest time of delivery and submit your quotation in a sealed envelope, addressed to the Sugar Regulatory Administration.

Deadline of Submission: **Not later than 24 MAR 2025**

Note: Return this form duly accomplished in a sealed envelope.

For canvassing only.

Very truly yours,

**EVELYN D. PORTALLO**

RBAC Secretariat Head- Alternate

| PR No. 2025-02-0095                              |          | DESCRIPTION                                               | Offer |
|--------------------------------------------------|----------|-----------------------------------------------------------|-------|
| For: <u>ATTY. JOHANA S. JADOC c/o HR Section</u> |          |                                                           |       |
| End-user                                         |          |                                                           |       |
| 1                                                | 10 units | Big Mouse Pad                                             |       |
| 2                                                | 10 units | Calculator                                                |       |
| 3                                                | 1 lot    | PVC Table Cover (Thickness: 3.2mm, L: 80 meters, W: 1.2m) |       |
| 4                                                | 4 units  | USB-C 7-in-1 Multiport Hub Adapter                        |       |
| 5                                                | 5 box    | Hi-Tecpoint Sign Pen (black), 0.5mm                       |       |
| 6                                                | 5 box    | Hi-Tecpoint Sign Pen (blue), 0.5mm                        |       |
| 7                                                | 5 box    | Hi-Tecpoint RollerBall pen (black), 0.5mm                 |       |
| 8                                                | 5 box    | Hi-Tecpoint RollerBall Pen (blue), 0.5mm                  |       |
| 9                                                | 5 box    | Retractable Sign Pen (black), 0.5mm                       |       |
| 10                                               | 5 box    | Retractable Sign Pen (blue), 0.5mm                        |       |
| 11                                               | 10 piece | Finepoint Marker (black)                                  |       |
| 12                                               | 20 piece | Ballpen, black, Gel Pen 0.5                               |       |
| 13                                               | 20 piece | Ballpen, blue, Gel Pen 0.5                                |       |
| 14                                               | 20 piece | Ballpen, green, Gel Pen 0.5                               |       |
| 15                                               | 12 piece | Ballpen, red, Gel Pen 0.5                                 |       |
| 16                                               | 5 box    | Ballpen, Black                                            |       |
| 17                                               | 5 box    | Ballpen, Blue                                             |       |
| 18                                               | 4 set    | Battery, 2AA, 4s                                          |       |
| 19                                               | 20 set   | Battery, AAA, 4s                                          |       |
| 20                                               | 30 reams | Bondpaper, A4, 80gsm, Subs. 20                            |       |
| 21                                               | 30 reams | Bondpaper, Long, 80gsm, Subs. 20                          |       |
| 22                                               | 30 reams | Bondpaper, Short, 80gsm, Subs. 20                         |       |
| ABC: <i>Php</i> 89,628.00                        |          |                                                           |       |
| Performance Period:                              |          |                                                           |       |
| Payment Term:                                    |          |                                                           |       |
| Charge to: 25-06561-03                           |          |                                                           |       |

Please indicate:

In case of purchase of goods: TIN \_\_\_\_\_ Place of Delivery \_\_\_\_\_ Date of Delivery \_\_\_\_\_

Delivery Term \_\_\_\_\_ Payment Term \_\_\_\_\_

In case of Labor: TIN \_\_\_\_\_ Completion Period \_\_\_\_\_ Warranty Period \_\_\_\_\_

### SUGAR REGULATORY ADMINISTRATION

This is to certify that the price/s quoted above is the lowest we can offer, taxes included and that no monetary consideration, gift or in hand whatever is involved in case part or whole items quoted will be awarded to us. The prices quoted is good until \_\_\_\_\_ and can be delivered within \_\_\_\_\_ working calendar days from receipt of the Purchase Order.

Canvassed by:

Date

(Owner/Authorized Rep.)

Telephone No.

Date

Series: \_\_\_\_\_