



**REQUEST FOR QUOTATION**

NAME, ADDRESS & TEL/FAX NO. OF SUPPLIER

PLEASE QUOTE YOUR LOWEST PRICE, NET OF ANY POSSIBLE DISCOUNT:

WITH PRODUCT BROCHURE

DEADLINE FOR SUBMISSION (DATE/TIME)

September 25, 2018

CANVASS OPENING DATE/TIME

September 26, 2018 8:00 AM

QUOTED BY:

DELIVERY REQUIREMENT WITHIN 15 CALENDAR DAYS FROM RECEIPT OF APPROVED NOTICE TO PROCEED

REF. P.R. NO.: 2018-09-077 APPROVED BUDGET: P 6,500.00

PRINT AND SIGN NAME/POSITION

PURPOSE : REPAIR AND REPLACEMENT OF BUSTED PARTS OF CANON EOS 600D BODY

ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	REPAIR AND REPLACEMENT OF BUSTED PARTS OF CANON EOS 600D BODY with LABOR	1	LOT		

TERMS AND CONDITIONS:

- 1) AS A GOVERNMENT AGENCY, TCWD SHALL DEAL ONLY WITH LEGITIMATE SUPPLIERS/ CONTRACTOR WHICH ISSUE BIR REGISTERED O.R.S;
- 2) QUOTED PRICES MUST BE INCLUSIVE OF 5% TAX FOR MATERIALS & SUPPLIES 6% FOR LABOR AND 1% EXPANDED WITHHOLDING TAX;
- 3) ALL QUOTATIONS SHALL BE FIRM AND VALID FOR A PERIOD OF AT LEAST THIRTY (30) DAYS FROM THE DATE OF RECEIPT OF QUOTATION & SHALL BE BINDING UPON THE SUPPLIER WITHIN THE PERIOD;
- 4) TCWD RESERVES THE RIGHT TO POST-QUALIFY ANY SUPPLIER AND/OR TO REJECT ANY OR SUBMITTED QUOTATIONS;
- 5) P.O/CONTRACT SHALL BE AWARDED TO THE LOWEST EVALUATED RESPONSIVE BID, DELIVERED ITEMS ARE SUBJECT TO INSPECTION. WITH PAYMENT PROCESSING TO COMMENCE ONLY AFTER ACCEPTANCE BY THE PROPERTY CONTROL DIVISION; AND
- 6) TERMS OF PAYMENT WITHIN 30 DAYS FROM DATE OF ACCEPTANCE.

REQUESTED BY:

**JENN GLAIZA C. GALLEG0**

Indus. Rel. Mgmt. Officer B.

RECOMMENDING APPROVAL:

**MARY DESIREE A. CABANTE**

BAC Chairman

**ARLENE V. MERCADER**

Division Manager, Administrative

APPROVED BY:

**FRANCISCO R. ABELLANA**

General Manager