



TOLEDO CITY WATER DISTRICT
 2nd Flr., Terminal Bldg., Baybay I, Toledo City
 Tel. Nos.(032)4678544, 4678533 Fax:(032)4679449

Date : **January 17, 2018**

REQUEST FOR QUOTATION

NAME, ADDRESS & TEL/FAX NO. OF SUPPLIER <hr/> <hr/> <hr/> QUOTED BY: <hr/> PRINT AND SIGN NAME/POSITION	PLEASE QUOTE YOUR LOWEST PRICE, NET.OF ANY POSSIBLE DISCOUNT: <input type="checkbox"/> WITH PRODUCT BROCHURE DEADLINE FOR SUBMISSION(DATE/TIME) <u>January 24, 2018</u> CANVASS OPENING DATE/TIME <u>January 25, 2018 8:00 AM</u> DELIVERY REQUIREMENT WITHIN <u>30 CD</u> CALENDAR DAYS FROM RECEIPT OF APPROVED NOTICE TO PROCEED REF. P.R. NO.: <u>2018-01-007</u> APPROVED BUDGET: P <u>146,250.00</u> PURPOSE : For acknowledgment of receipt of payment.
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ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	Official Receipts- 4 x 9.5" (Cashiering Accountable Forms) 4 inches x 9.5 inches 2 ply Imported Carbonless Paper 56 gsm 3000 sets/box 1 color Print Red Pre Numbered from 0000001-225000	75	BOX 0		

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. GALLEGO
 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