

Department of Education CORDILLERA ADMINISTRATIVE REGION

SCHOOLS DIVISION OF TABUK CITY



BCS Compound, Purok 2, Bulanao Norte, Tabuk City, Kalinga

REQUEST FOR QUOTATION

Sir/Madam: Please quote at your government price (including VAT) and state the time and date which you can make delivery It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated. Your quotations shall be subjected to the General conditions stated below. 1. Bidders shall provide correct and accurate information required in this form. All entries must be typewritten or in print and prope accomplished. Do not leave blank entries, put N/A for not applicable. 2. Price quotation/s to be demonitanted in Philippine Peos shall indicate all taxes, duties and/or levies payable. 3. Bidders must indicate BRAND and MODEL NUMBER for equipment and its accessories or peripherals. Evidence shall be in the form of manufacturer's un-amended sale literature, unconditional statement of specification and compliance issued by the manufacturer and sample. 4. Quotation through fax/email is acceptable. Winning bidder shall submit original signed RFQ before issuance of Purchase Order (P.O.). 5. Quotations exceeding the Approved Budget for Contract shall be rejected/disqualified. 6. Erasures/corrections made in the RFQ should be counter signed. 7. Documentary requirements shall be attached upon submission of the quotation. (See attached list of regulariments per Mode of Variance of Purchase of Purc	Suppli	ers Name:		DEADLIN	E OF SUBMISSIO	N:
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