

SF-GOOD-60

**REQUEST FOR QUOTATION
(53.9 "Small Value Procurement")**

Date: February 13, 2023

Quotation No.: 0098-4

Place of Delivery: City General Services Office

Please quote your lowest price on the items listed below, subject to the General Conditions on the Philippine Bidding Documents on Goods, stating the shortest time of delivery and submit your quotation duly signed by your representative **on or before February 16, 2023 at 10:00 a.m.**

ATTY. ALEXANDER ERIC F. ELIAS
BAC-Chairperson

Note: ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN.

1. DELIVERY PERIOD **LOT 1: FEBRUARY 25, 2023, LOT 2: FEBRUARY 20, 2023**
2. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR EXPENDABLE SUPPLIES, ONE (1) YEAR FOR NON-EXPENDABLE SUPPLIES, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS.
4. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION, IF AVAILABLE.
5. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.
6. **INDICATE BRAND NAME OF ITEMS BEING OFFERED.**
7. **DROP YOUR QUOTATION IN A SEALED ENVELOPE AND PROPERLY LABELED-**
8. **Bidders are requested to submit PHILGEPS REGISTRATION NUMBER/PHILGEPS PLATINUM CERTIFICATE, OMNIBUS SWORN STATEMENT AND BUSINESS/MAYOR'S PERMIT**
9. **Downloaded Form must be duly signed by BAC Chairman prior to submission for the opening of bidding documents.**
10. **For Tires and Batteries, ONE (1) YEAR WARRANTY**
11. **Bidders are required to indicate unit price per item, type written or legibly hand-written.**

ITEM NO.	ITEM & DESCRIPTION	BRAND NAME	QTY	Unit	UNIT PRICE	TOTAL
	LOT 1: P30,000.00					
1.	PHYSICAL SET UP Venue Design and Concept Description: *Corporate Set-up with flowers and greens *Backdrop Design *Set-up must have cultural touch Note: Set-up design to be approved by the End-User		1	Pckg		
	Activity: Dia de Zamboanga 2023 Local Achievers' Night February 25, 2023					
	LOT 2: P30,000.00					
1.	PHYSICAL SET UP Venue Design and Concept Description: *Corporate Set-up with flowers and greens *Backdrop Design *Set-up must have cultural touch Note: Set-up design to be approved by the End-User		1	Pckg		
	Activity: Dia de Zamboanga 2023 City Hall Arts Exhibit February 20, 2023					

Purpose: For Official use in the Office of the City Tourism, this city (LOT 1-2)

Brand and Model : _____
Delivery Period : _____
Warranty : _____
Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature

Tel. No. / Cellphone No.
e-mail address

Date