



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *"Supply and Delivery of Conference Journal,"* in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Supply and Delivery of Conference Journal

Approved Budget : Fifty Five Thousand Pesos (55,000.00)
for the Contract

Specifications : See the attached Annex "A" for specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Date : Within seven (7) calendar days from receipt of the Notice to Proceed

Interested suppliers are required to submit their valid and current Mayor's Permit and PhilGEPS Registration Certificate, and price quotation (Annex "A").

Submission of quotation and eligibility documents is on or before 3:00 p.m. of May 27, 2016 at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-4979.

For inquiry, you may contact us at tel. nos. 735-4979 or 791-2000 local 3115.

Very truly yours,


ATTY. ANDREA CELENE M. MAGTALAS
Director IV, Administrative Service

PRICE QUOTATION FORM

Date

The Administrative Service
Department of Budget and Management
Ground Floor, DBM Bldg. III, Gen. Solano St.,
San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Quantity	Unit Price	Total Price
Supply and Delivery of Conference Journal	<ul style="list-style-type: none"> • Brown Pandan Tinalak Material • Wooden Plate for Logo • Wooden Pen • Kraft Paper: 80 Sheets • 15.24cm x 22.86cm x 2.54cm 	300 pcs		
Total (inclusive of VAT)				

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.