Procuring Entiry : City Government of Cagayan de Oro
Requisition Office : CMO-ORO YOUTH DEVELOPMENT OFFICE

Purchase Request Number : **23-2124**
Purchase Request Date : **June 27, 2023**
Approved Budget for the Contract : **P54,000.00**
PPMP code : **CMO23-OYDO0018B**

Republic of the Philippines
City Government of Cagayan de Oro
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Project Name: Supply and Delivery of 10 pc Plaques; PR No. 23-2124 dated June 27, 2023
Method of Procurement: Section 53.9 (Negotiated Procurement[Small Value Procurement] of the Updated 2016 Revised IRR of R.A. 9184)

Company Name

Date : **November 9, 2023**
Quotation No. : **2635-23**

Address

Please quote your best lowest price on the item/s listed below, subject to the Terms and Conditions on this page and submit/return this Request for Quotation (RFQ) duly filled-out and signed by your authorized representative not later than **2:00 PM of November 14, 2023** .

By Authority of the BAC:

ATTY. JOEFFREY D. NAMALATA
City General Services Officer

Terms and Conditions:

1. **Delivery Period shall be within 20 calendar days.**
2. **Warranty shall be for a period of Three (3) months for supplies & materials; one (1) year for equipment, from the date of acceptance by the procuring entity.**
3. **Price Validity shall be for a period of Ninety (90) calendar days.**
4. **The following shall be attached upon submission of the quotation:**
    1) **PhilGEPS Registration Number**
    2) **Current and valid Mayor's/Business Permit**
    3) **Brochures of the prodcuct being offered for equipment/ vehicles/electronic devices/ appliances**
    4) **Omnibus Sworn Statement (duly notarized), for Approved Budget for the Contract (ABC) above fifty thousand pesos (₱50,000.00).**

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	Plaques - 15x12" Plaque (Seal Awards)		10	pc	
2	Plaques - 15x12" Plaque (Minor and Special Awards)		8	pc	

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

Date