

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

**REQUEST FOR QUOTATION**

**Project Name: Supply and Delivery of Foot rugs and Other Items; PR No. 26-1400 dated April 21, 2026**  
**Method of Procurement: 8. Sec. 34 Small Value Procurement**

Date : **June 2, 2026**  
Quotation No. : **0362-26**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
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 June 5, 2026**.

By Authority of the BAC:

  
**ATTY. JOEFFREY D. NAMALATA**

\_\_\_\_\_  
City General Services Officer

**Terms and Conditions:**

1. Delivery Period shall be within **30** 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 product 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 (P50,000.00).

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	Foot rugs - Diameter: 18cm Round		1780	pc	
2	Basket Tray - Plastic woven with lid; 35L/26W/10H; Color: Black or White		1700	pc	
3	Rope - Polyethylene Rope 12mm 10m		1800	roll	
Total Amount in Words and Figures					

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