

SF-GOOD-60

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

**Ceejay's Enterprises**  
**RC Lim Marketing**  
**ZC LM Enterprises**

Date: September 14, 2020  
 Quotation No.: 0461  
 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 September 23, 2020 at 10:00 a.m.**

**ERWIN E. BERNARDO**  
*BAC-Chairperson*

**Note: ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN.**

1. DELIVERY PERIOD **TEN (10) CALENDAR DAYS**
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 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**

ITEM NO.	ITEM & DESCRIPTION	BRAND NAME	QTY	Unit	UNIT PRICE	TOTAL
1.	Filing Cabinet-Specifications are as follows: ❖ High quality cold-rolled steel ❖ Full extension drawers glide on imported bearing locked in channel on both sides ❖ With 01-adjustable divider per each drawer ❖ Recessed handles with label holder, 01-cylinder lock and 02-pcs. Keys ❖ Gauge No.16 for railings ❖ Finish: Smooth Plain Enamel ❖ Overall Dimension: 52" Height x 18.5" Width x 28.5" Depth <b>Estimated Cost: P24,000.00</b>		2	units		
2.	Computer with Complete Accessories Specifications: CPU: Core i5 Processor Model: 9 <sup>th</sup> Gen Intel Core i5-9400F RAM: 16GB Memory Type: DDR4 SDRAM Software OS: Windows 10 HDD: 1TB Rotational Speed: 7200 rpm HD SSD 250GB Monitor: 22inches wide Keyboard and Mouse UPS: 1050VA AVR Printer Specifications: Printing type: colour Printing technology: Inkjet Scanner Type: Flatbed <b>Estimated Cost: P55,000.00</b>		1	unit		

**Purpose: For official use in the Office of the City Auditor, this city.**

Brand and Model : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

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

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*Printed Name / Signature*

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

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*Date*