



Republic of the Philippines

Republic Act 7611

**PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF**

PCSD Bldg., Sports Complex Road, Brgy. Sta. Monica,

Puerto Princesa City, Palawan

## REQUEST FOR QUOTATION

The Palawan Council for Sustainable Development Staff (PCSDS), will undertake a Small Value Procurement

**OFFICE EQUIPMENT AND ACCESSORIES**

with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : **OFFICE EQUIPMENT AND ACCESSORIES**

Approved Budget for : Php 121,800.00

Specifications : See the attached Annex "A" for specifications

Location : PCSD Building, Sta. Monica, Puerto Princesa City, Palawan

Delivery Term : Within Thirty (30) calendar days from receipt of the Notice to Proceed

Interested supplier are required to submit their valid and current Mayor's Permit, 2017 Income/Business tax Return, PhilGEPS registration Number, and price quotation form (Annex "A") during submission of offer/quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 9:00am of NOV 06 2018 (date) at the Property & Supply Unit, PCSD Building, Sta. Monica, Puerto Princesa City. Open submission may be submitted, manual or through facsimile at fax no. 434-4234.

For inquiry, you may contact us at tel nos. 434-4234 & 4235.

Very truly yours,

  
**MICHELLE ANDREA AUGUST SABUYA**  
Head, BAC Secretariat

Republic of the Philippines  
**Palawan Council for Sustainable Development Staff**  
 PCSD Building, Sports Complex Rd., Sta. Monica, Puerto Princesa City

# PRICE QUOTATION FORM

Date: \_\_\_\_\_

**The Bids and Awards Committee**

Palawan Council for Sustainable Development Staff  
 PCSD Building, Sta. Monica, Puerto Princesa City

PQF No.: **1810 056**

Sir/Madam:

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

Description	Specifications	Qty	Unit	Unit Price	Total Price
	<b>COMMON OFFICE SUPPLY AND CONSUMABLES</b>				
Dry Bag		3			
Outdoor Tarp Shelter		3			
Tent		5			
Back Pack		5			
Dry Bag		3			
Water Bag Back Pack		6			
first aid kit		4			
Face Mask		5			
Power Bank		3			
steel cabinet (4-door)		3			
<b>Total (inclusive of VAT)</b>					

(Amount in words) \_\_\_\_\_

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

Very truly yours,

Name/Company/Signature of Representative

Contact No.