



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**  
Tanggapan ng Manananggol Pambayan  
Kagawaran ng Katarungan  
DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City  
Telephone Nos. 929-90-10 / 929-94-36 ; Fax Nos. 927-68-10 / 926-28-78



## REQUEST FOR QUOTATION

The Public Attorney's Office will undertake a procurement transaction for the procurement of **FOUR (4) EXECUTIVE CHAIRS and THREE (3) EXECUTIVE TABLES** through Shopping under Section 52.1(b) of the revised Implementing Rules and regulations (IRR) of Republic Act No. (RA) 9184, for the use of the PAO-Tandag City District Office, Tandag City, Surigao del Sur. The approved budget for the contract (ABC) is **FIFTY-NINE THOUSAND FOUR HUNDRED SIXTY-FIVE PESOS (Php59,465.00)** inclusive of government taxes and charges.

The Office hereby invites all interested suppliers or distributors to quote their lowest price on the item listed on the Price Quotation Form (Annex "A") subject to the General Conditions stated herein. Please submit your quotation duly signed by you or your authorized representative **not later than November 6, 2023** to the address below:

**PUBLIC ATTORNEY'S OFFICE**  
**CARAGA REGIONAL OFFICE**  
2<sup>nd</sup> Floor, CTP Building  
Brgy. Libertad, Butuan City

For further inquiries, please look for:

**ATTY. ANDREW S. JALAD**  
Public Attorney III  
Public Attorney's Office, Butuan City  
(085) 3050-553

### General Conditions:

1. ALL ENTRIES MUST BE SIGNED BY THE BIDDER OR AUTHORIZED REPRESENTATIVE;
2. DELIVERY LOCATION: PUBLIC ATTORNEY'S OFFICE, TANDAG CITY DISTRICT OFFICE, HALL OF JUSTICE, TANDAG CITY, SURIGAO DEL SUR;
3. DELIVERY PERIOD: 7 CALENDAR DAYS UPON RECEIPT
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS;

PRICE QUOTATION FORM

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

Regional Office  
Public Attorney’s Office  
2<sup>nd</sup> Floor, CTP Building  
Brgy. Libertad, Butuan City

Sir/Ma’am:

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

Item No.	Description	Quantity	ABC Total Price	Unit Price	Total Price
1	EXECUTIVE CHAIR	4 units			
2	EXECUTIVE TABLE	3 units			
TOTAL			59,465.00		

(Total amount in Words)

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

Delivery Period \_\_\_\_\_  
Warranty \_\_\_\_\_  
Price Validity \_\_\_\_\_

Very truly yours,

\_\_\_\_\_  
Name and Signature of Authorized Representative

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

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
Contact Number/s

\_\_\_\_\_  
Email Address