



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 **VARIOUS BUILDING MAINTENANCE TOOLS AND EQUIPMENT** under **PR# 324-03-2023** through **SMALL VALUE PROCUREMENT (SVP)** under the Revised Implementing Rules and Regulations (IRR) of Republic Act No. (RA) 9184, for the use of **PAO- Central Office (GSD)**. The Approved Budget for the Contract (ABC) is **ONE HUNDRED FIVE THOUSAND AND FOUR HUNDRED PESOS (Php 105,400.00)** 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 on or before **June 27, 2023**, to the address below:

SUPPLY SECTION, ADMINISTRATIVE SERVICE PAO-CENTRAL OFFICE

4TH Floor, DOJ Agencies Building
NIA road cor. East Avenue
Quezon City, Metro Manila

For further inquiries, please look for:

MS. CARMELA L. FLORENDO
Officer-in-Charge
Supply Section, Administrative Service

General Conditions:

1. ALL ENTRIES MUST BE SIGNED BY THE BIDDER OR AUTHORIZED REPRESENTATIVE;
2. DELIVERY LOCATION: SUPPLY SECTION, ADMINISTRATIVE SERVICE, PUBLIC ATTORNEY'S OFFICE, 4TH FLOOR, DOJ AGENCIES BUILDING, NIA ROAD CORNER EAST AVENUE, DILIMAN, QUEZON CITY;
3. DELIVERY PERIOD: 15 CALENDAR DAYS UPON RECEIPT
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS;
5. SUBMISSION OF THE FOLLOWING DOCUMENTS WITH THE QUOTATION:
 - a. MAYOR'S/BUSINESS PERMIT
 - b. PHILGEPS REGISTRATION
 - c. OMNIBUS SWORN STATEMENT

PRICE QUOTATION FORM

Date: _____

Supply Section
Public Attorney’s Office
4th Floor, DOJ Agencies Building
NIA Road corner East Avenue
Diliman, Quezon 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	Drill Press	1 set.			
2	Jigsaw (Electric)	1 set			
3	Magnetic Square for Welding	1 set.			
4	Laser Meter	1 set.			
5	1/8” Blind Rivets	1 box			
6	Riveter w/ 4 Nozzles	2 pcs.			
7	Welding Rod	2 boxes			
8	Set of Drill Bit for Metal	1 set			
9	Cutting Wheel (for Metal)	4 pcs.			
10	Flat Screw Driver	1 pc.			
11	Philips Screwdriver	1 pc.			
12	Cutting Disc 4” for Metal	2 sets			
13	Side Cutting Pliers	1 pc.			
14	Pliers	1 pc.			

15	Long Nose Pliers	1 pc.			
16	Steel Bench Vise	1 set			
17	2 Piston Air Compressor	1 set			
18	Compressor Hose (10mm)	1 pc/roll			
19	Spray Gun for COmpressor	1 pc.			
20	Diamond Cutting Dis for Tiles (Please see attached Terms of Reference)	3 pcs.			
TOTAL			105,400.00		

(Total Amount in Words)

The above-quoted prices are inclusive of all costs 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