



Republic of the Philippines
(PUBLIC ATTORNEY'S OFFICE)
BALAOAN, LA UNION DISTRICT OFFICE
Balaoan Municipal Hall, Brgy. Antonino
2517 Balaoan, La Union
Email Address: paobalaoanlu@yahoo.com
Tel. No. (072) 607-39-79



REQUEST FOR QUOTATION

The Public Attorney's Office will undertake a procurement transaction for the purchase of the following:

Item	Description	Quantity
1	Office Table	5
2	Office Chair	5
3	Filing Cabinet	3

through Small Value Procurement (SVP) under the Revised Implementing Rules and Regulations (IRR) of Republic Act No. (RA) 9184, for the use of the **PAO-Balaoan, La Union District Office**. The Approved Budget for the Contract (ABC) is **ONE HUNDRED TWENTY-FIVE THOUSAND PESOS (Php125,000.00)** inclusive of government taxes and charges.

The Office hereby invites all interested suppliers or distributors to quote their lowest price on the items 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 9, 2023** to the address below:

PUBLIC ATTORNEY'S OFFICE
Balaoan, La Union District Office
Balaoan Municipal Hall, Brgy. Antonino
Balaoan, La Union
Email Address: paobalaoanlu@yahoo.com
Tel. No. (072) 607-39-79

For further inquiries, please look for:

ATTY. MAYLEEN S. TAMBO
PUBLIC ATTORNEY'S OFFICE
Balaoan, La Union District Office
Balaoan Municipal Hall, Brgy. Antonino
Balaoan, La Union
Email Address: paobalaoanlu@yahoo.com
Tel. No. (072) 607-39-79

General Conditions:

1. ALL ENTRIES MUST BE SIGNED BY THE BIDDER OR AUTHORIZED REPRESENTATIVE;
2. DELIVERY LOCATION: PUBLIC ATTORNEY'S OFFICE, BALAOAN, LA UNION
3. DELIVERY PERIOD: 15 CALENDAR DAYS UPON RECEIPT OF P.O.
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS;

PRICE QUOTATION FORM

Date: _____

PUBLIC ATTORNEY'S OFFICE
San Fernando City, La Union

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	Office Table	5	42,500.00	8,500.00	
2	Office Chair	5	37,500.00	7,500.00	
3	Water Dispenser	3	45,000.00	15,000.00	
TOTAL			125,000.00		

(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