



Republic of the Philippines
PUBLIC ATTORNEY'S OFFICE
Department of Justice
SOCCKSARGEN Region

2/F SanLe Building, M. Aquino St. corner Lapu-lapu St., Zone III, Koronadal City

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REQUEST FOR QUOTATION

The Public Attorney's Office will undertake a procurement transaction for the purchase of **FOUR (4) UNITS OF STEEL FILING CABINET, 4 DRAWER** 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-POLOMOLOK DISTRICT OFFICE**. The Approved Budget for the Contract (ABC) is **THIRTY-TWO THOUSAND AND EIGHT HUNDRED PESOS (Php 32,800.00)** 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 **August 29, 2023** to the address below:

PAO-POLOMOLOK DISTRICT OFFICE
2nd Flr. Municipal Gymnasium, S.G. Calulo St.,
Poblacion, Polomolok, South Cotabato

For further inquiries, please look for:

ATTY. REX S. MALCAMPO
Public Attorney III
PAO-Polomolok District Office

General Conditions:

1. ALL ENTRIES MUST BE SIGNED BY THE BIDDER OR AUTHORIZED REPRESENTATIVE;
2. DELIVERY LOCATION: PAO-POLOMOLOK DISTRICT OFFICE, 2ND FLR MUNICIPAL GYMNASIUM, S.G. CALULO ST., POBLACION, POLOMOLOK, SOUTH COTABATO;
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: _____

ATTY. REX S. MALCAMPO

PAO-Polomolok District Office
2nd Flr. Municipal Gymnasium, S.G. Calulo St.,
Poblacion, Polomolok, South Cotabato

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	STEEL CABINET 4-DRAWER	4 units	32,800.00		
TOTAL			32,800.00		

(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