



NAME OF PROJECT SUPPLY AND DELIVERY OF 4-LAYER VERTICAL FIRE-PROOF STEEL CABINET FOR DBP VALENZUELA BRANCH

REQUEST FOR QUOTATION

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

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

Address \_\_\_\_\_

Please quote your lowest price based on the attached specifications per approved Terms of Reference. Submitted quotations must be duly signed by the vendor's representative and must be sent not later than 5:00 P.M. of November 11, 2022 at DBP Valenzuela Branch, 253A McArthur Hi-way, Karuhatan, Valenzuela City.

Approved By: \_\_\_\_\_

Signed
SAVP RYANNA T. BULATAO
Chairperson, RBAC-CL

- NOTE 1 All quotations must be inclusive of all taxes and other charges.
2 All suppliers / vendors are mandated to register with the PhilGEPS and provide a PhilGEPS Registration number as a condition for award of the contract.
3 Kindly refer to the attached Terms of Reference (TOR).

Other documentary requirements for each vendor shall be as follows:

- 1 Copy of Mayor's / Business Permit
2 Copy of BIR Certificate of Registration
3 Copy of PhilGEPS Registration
4 Notarized Omnibus Sworn Statement signed by owner / authorized representative
5 For Sole Proprietorship, duly notarized Special Power of Attorney, if to designate a representative; or For Corporation, duly Notarized Board Resolution/Secretary's Certificate designating authorized representative

Table with 5 columns: QTY, UNIT, ITEM DESCRIPTION, UNIT PRICE, TOTAL. Row 1: 2, UNITS, SUPPLY AND DELIVERY OF 4-LAYER VERTICAL FIRE-PROOF STEEL CABINET FOR DBP VALENZUELA BRANCH, SPECIFICATIONS, Features: 4 compartments with (One) Dial Combination Lock, Full Extension Ball Wearing Drawer Slides (double), Built-in Cardholders, Color: Gray/Beige, File Cabinet type: Vertical, File cabinet fully assemble, Finish: Enamel (wrinkled), Thickness: 0.9mm, 3-4 hours fire resistant.

After having carefully read and accepted your General Conditions, I quote you on the items and prices noted above.

Signature Above Printed Name \_\_\_\_\_

Tel. No / Cellphone No. \_\_\_\_\_

Date \_\_\_\_\_

\* For inquiries, you may reach DBP Valenzuela Branch at contact no. (02) 8294-9541