



Civic Drive, Filinvest Corporate City, Alabang, Muntinlupa City

### REQUEST FOR QUOTATION

Date 16-Aug-2021  
Quotation No. NP-SVP(A)-2021-021-RFOXI

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the Conditions. Kindly submit your quotation duly signed by you or your representative not later than **PhilGEPS Closing Date**.

*Deborah S. Legaspi*  
**DEBORAH S. LEGASPI**

Chairperson, MEC- FDA Bids and Awards Committee

Name of Project: Supply and Installation Private Automatic Branch Exchange (PABX) for the Regional Field Office XI  
Procurement Mode: NP-Small Value Procurement (A)  
Classification: Goods  
Approved Budget for the Contract (ABC): PHP 85,667.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
Private Automatic Branch Exchange (PABX) for the Regional Field Office XI  Specifications: *8 Analogue CO/ 24 Extensions *Call Forwarding *Auto-Attendant *Caller ID Display *Paging System *1 unit w/ LCD Display & DSS; 5 wireless handsets and 18 units SLT	lot	1		
<b>GRAND TOTAL:</b>				

Delivery Period: \_\_\_\_\_  
\*Warranty: \_\_\_\_\_  
Price Validity: \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We hereby submit the price quotation on the item/s noted above, within the stated delivery period and price validity.

\_\_\_\_\_  
Printed Name over Signature

Canvassed By: \_\_\_\_\_

Tel. No./ Cellphone No. \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Canvasser & Position Title

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

DTN: 20210805120834

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN. BIDDERS MAY SUBMIT QUOTATIONS PROVIDED THAT ABOVE MATRIX DETAILS ARE COMPLETELY PROVIDED AND SHALL BE SUBMITTED USING COMPANY LETTERHEAD;
2. DELIVERY PERIOD WITHIN 60 CALENDAR DAYS UPON THE RECEIPT OF PURCHASE ORDER;
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY;
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF NINETY (90) CALENDAR DAYS CALENDAR DAYS;
5. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED, IF APPLICABLE;
6. PLEASE QUOTE YOUR GOVERNMENT PRICE(S) INCLUDING VAT OR OTHER APPLICABLE TAXES AND OTHER INCIDENTAL EXPENSES FOR THE TERMS LISTED/ATTACHED;
7. PLEASE SUBMIT YOUR SEALED QUOTATION/S ADDRESSED DIRECTLY TO:

**DEBORAH S. LEGASPI**

Chairperson, MEC-FDA BIDS AND AWARDS COMMITTEE  
FOOD AND DRUG ADMINISTRATION  
#31 2/F LCI BLDG., QUIMPO BLVD., ECOLAND, DAVAO CITY

DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE BASED ON THE CLOSING DATE AND TIME OF PHILGEPS;

8. LATE BIDS SHALL NOT BE ACCEPTED;

9. FOR OTHER INQUIRIES/CONCERNS ABOUT THE ITEMS, PLEASE CONTACT **MR. TA ANTHONY D. EBREO** TELEPHONE NUMBER **(082) 322-6201** or email at **tadebreo@fda.gov.ph**;

10. THE FOOD AND DRUG ADMINISTRATION RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, DECLARE A FAILURE OF THE PROCUREMENT, OR NOT AWARD THE CONTRACT AT ANY TIME PRIOR TO CONTRACT AWARD IN ACCORDANCE WITH SECTION 41 OF RA 9184 AND ITS IRR, WITHOUT INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS.