



BCDA Project Management Office (PMO) Clark, Bldg. 7458 J. Topacio St., Clark M. Recto Hway, Manuel L. Quezon Ave.  
Clark Special Economic Zone (CSEZ), Pampanga  
Cell No. 0945-6294871 email: rahuerta@bcda.gov.ph

**REQUEST FOR QUOTATION**

(Company Name): \_\_\_\_\_

Date: \_\_\_\_\_ 2019

Purchase Request No. 0001292

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No
- 2) Send the said quotation/s to BCDA or email to rahuerta@bcda.gov.ph on **15 October 2019**
- 3) Quotation/s submitted after the set deadline indicated in Item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or as most may be considered advantageous to the govt., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reasons

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s

**RITA A. HUERTA**  
Canvasser

**VICKY M. NATIVIDAD**  
Corporate Services Officer III

TO: BCDA HEAD OF PROCUREMENT  
Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Prices:

Item No.	Description	Quantity	UOM	Budget (PHP)
	OFFICE CHAIR HIGHBACK SWIVEL CHAIR WITH FIXED ARMREST, SELF ADAPTABLE TILT TENSION CONTROL BASE ON WEIGHT LOAD, CHROME BASE	2		
	OFFICE CHAIR MIDBACK SWIVEL CHAIR WITH FIXED ARMREST, SELF ADAPTABLE TILT TENSION CONTROL BASE ON WEIGHT LOAD, CHROME BASE	6		
<i>Delivery should be at: BCDA PMO, Clark Global City, Pampanga or BCDA, Science Technology Center, SSC Taguig City please contact Rita Huerta at 0945-6294871 for inquiry.</i>				
<i>Note: The end user will conduct ocular visit of the quoted items</i>				

**Terms and conditions:**

**ABC:** P60,000.00  
**Price:** inclusive of all applicable taxes  
**Payment:** Thirty (30) calendar days upon delivery and acceptance, provided all documents are complete.  
**Delivery/Service:** Fifteen (15) calendar days after conforme of Purchase Order  
**Validity of price:** one (1) month  
**WARRANTY:** six (6) months

We hereby certify that we have prepared, checked and reviewed this quotation  
 This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/DATE

Immediate Supervisor

Telephone / Fax Number