



**Republic of the Philippines**  
**OFFICE OF THE OMBUDSMAN**  
**OFFICE OF THE SPECIAL PROSECUTOR**  
 4<sup>th</sup>-5<sup>th</sup> Floor., Ombudsman Main Building  
 Agham Road, Diliman, Quezon City  
 Tel/Fax.: 951-3134; 926-7025

**REQUEST FOR QUOTATION**

COMPANY: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Tel. No.: \_\_\_\_\_

RFQ NO.	2016-06-009
DATE:	June 30, 2016
REMARKS:	Small Value Procurement

Gentlemen:

Please quote your lowest government price for each of the following item(s) specified below. Submit it in a sealed envelope or send thru email at [osp-bac@ombudsman.gov.ph](mailto:osp-bac@ombudsman.gov.ph)

Item No.	UNIT	ARTICLE DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
	units	<b>Visitor's Chair</b>	60		
		✓ Ergonomics with polyurethane armrest			
		✓ Mid-back rest			
		✓ With 5 prong star base			
		✓ High density foam			
		✓ Fabric upholstery			
		✓ Color: Gray			
		*****NOTHING FOLLOWS*****			

Deadline of submission: **7-calendar days**

TOTAL: \_\_\_\_\_

**Important:**

- Price should be valid for 45 days;
- DELIVERY PERIOD: \_\_\_\_\_ upon receipt of P.O. (Pls. state reason/justification if delivery cannot be made within the period herein stated); \_\_\_\_\_
- Term of Payment: **CHARGED ACCOUNT** unless specified;
- Total price quoted above subject to withholding tax and payable check;
- The company/supplier must issue a CERTIFICATION to the effect that it has a:
  - Valid Business Permit, and
  - Official Receipts duly registered with the BIR.

**BY AUTHORITY OF THE**  
**BIDS AND AWARDS COMMITTEE:**

  
**ERITA B. SANTOS**

Assistant Special Prosecutor II  
 Head, Secretariat for OSP-BAC

\_\_\_\_\_  
 Supplier's Representative (Print Name)

\_\_\_\_\_  
 Signature / Date

Canvassed by: \_\_\_\_\_