



Republic of the Philippines  
**Office of the Ombudsman**

**MINDANAO**

Earth corner Libra Streets, GSIS Heights, Matina, Davao City  
Website: www.ombudsman.gov.ph/www.philgeps.net.ph

**REQUEST FOR QUOTATION**

The Office of the Ombudsman – Mindanao Office, through its Bids and Awards Committee (BAC), as duly authorized to conduct Small Value Procurement/Shopping in accordance with Sections 53.9 and 52 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, hereby invites all interested suppliers/bidders to offer their lowest government price.

Supplier:	Quotation No: 2018-117 NOVEMBER
Address:	PR No: 18-017-CDO dated 7 November 2018
Tel. No.	Remarks: 1st Canvass
	Date: November 26, 2018

**ATTY. MARIA ILUMINADA S. LAPID-VIVA**

Chairperson, Bids and Awards Committee,  
Office of the Deputy Ombudsman for Mindanao  
Earth corner Libra Streets, GSIS Heights,  
Matina, Davao City

Dear Sir/Madam:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed the Instructions to Bidders specified in Annex B, hereunder is our quotation/s for the item/s as follows:

Item No.	ABC (PhP.)	Qty./Unit	OMB-MIN SPECIFICATIONS		UNIT PRICE	TOTAL PRICE
1	P 27,000.00		1 unit, lease of photocopier for OMB-Mindanao Regional Office for the period covered January 1 to December 31, 2019.  <i>Note: Lease charges to be based on the number of copies reproduced at an estimated volume of 4,500 pages per month.</i>	<input type="checkbox"/> Comply		

In compliance with GPPB Resolution No. 30-2017, a warranty retention money equivalent to the following shall be imposed:

- 1% for Expendable Supplies and to be release after 3 months period;
- 3% for Non-expendable Supplies and to be release after 1 year period

Deadline of Submission: \_\_\_\_\_ TOTAL PRICE: \_\_\_\_\_

\*Important matters/General Terms and Conditions please see at the back

\_\_\_\_\_  
SUPPLIER'S REPRESENTATIVE  
(Printed Name)

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

BY THE AUTHORITY OF THE  
BIDS AND AWARDS COMMITTEE

(Sgd.) ARIZONA MARTIN J. BOISER *u/27*  
AGIO III/Head, BAC Secretariat

Note:  
Please state your PhilGeps Number: \_\_\_\_\_

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

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