



MS.
 November 22, 2019
 APO-RFQ -2019

REQUEST FOR QUOTATION

Name of Company :
 Address :
 Business Permit # :
 TIN :
 Philgeps# :

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly representative and copies of your eligibility requirements not later than November 25, 2019.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 2825309 (loc. 235/234) or thru email at purchasing@apo.gov.ph

Milagros P. Santos

 Milagros P. Santos
 Manager, Supply Chain Division

After having carefully read and accept the Terms and Conditions, I/we submit our quotation for the item/s as follows:

Item Description	Qty	Unit	Estimated Cost per unit	Compliance with technical specs		DELIVERY DATE
				YES	NO	
Gift Packs for other Employees	110	packs	PhP 1,500.25	[]	[]	
**PRICE QUOTATION MUST BE IN TOTAL AMOUNT INCLUSIVE OF V.A.T*						

 Signature over Printed Name
 Contact No.

- *** Approved Budget shall be PhP 166,000.00
- ** Delivery period shall be 2-3 calendar days upon receipt of Purchase Order.
- * Cash on Delivery.