



January 11, 2021  
 APO-RFQ-PR#949216

**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 January 14, 2021.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 82825309 (loc. 235/234) or thru email at [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph)

SGD.  
 Ma. Merla D. Escobar  
 Purchasing Manager

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

Item Description	PRICE			Compliance with technical specs		***** DELIVERY DATE
	QTY	Unit	Total	YES	NO	
<b>INTERNAL DEVICES AND SOFTWARE OF LAPTOP (UPGRADE)</b> <ul style="list-style-type: none"> <li>• 1 TB SSD</li> <li>• 512 SSD</li> <li>• 4GB Laptop Memory, 2133 MHz</li> <li>• 4GB Laptop Memory, 2400 MHz</li> <li>• Windows 10 Pro 64-bit</li> </ul>	1 pc. 2 pcs. 1 pc. 2 pcs. 3 licenses			[ ]	[ ]	

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 Signature over Printed Name  
 Contact No.

- Approved Budget shall be PhP 68,000.00 inclusive of V.A.T.
- Delivery period shall be 3-5 calendar days upon receipt of Purchase Order.
- Payment shall be at least 30 calendar days upon receipt of Sales Invoice.