



April 15, 2021
 APO-RFQ -949577

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 April 19, 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

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:

No.	List of Machines	Job No.	Quantity	Price per click charge	Amount	Lease Period	Statement of Compliance
1	1 unit of Digital Printing Machine	1	243,000 sheets			30 calendar days	
		2	275,000 sheets				
		3	356,000 sheets				
		4	38,000 sheets				

Note: Please see Annex "**A**" for the Machine Technical Specification, Annex "**B**" for the Terms and Conditions.

 Signature over Printed Name
 Contact Number

- Approved budget shall be PhP 900,000.00
- Additional document of Omnibus Sworn Statement shall be submitted for the bid that complying the technical and financial requirements.
- Payment shall be based on the Total Number of Accumulated Used of Machines and Equipment, subject to the submission of the following documents: (i) Work Order, (ii) Delivery Receipt with Inspection, (iii) Billing Statement/Billing Invoice, (iv) Summary of Machine Utilization Report, and (v) all other required documents based on existing accounting and auditing laws, rules and regulations.