



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF CONSULAR AFFAIRS

Date: **26 November 2021**

REQUEST FOR QUOTATION OF PRICES

Sir / Madam:

Please submit your lowest price quotation for the following items individually described below, subject to the following conditions:

- 1. Quotations submitted to this office will be considered final offer. In the event that the price is acceptable, a properly accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job Order.
- 2. The Department hereby reserves the right to reject any/all offers; and accept any/all offers it may consider most economical and advantageous to the Government.
- 3. Goods/Services supplied and delivered shall be subject to the usual inspection by the Department's Internal Auditor or duly authorized representative and
- 4. Payment will only be effected by strict compliance with the usual prescribed accounting and auditing requirements.
- 5. Deadline of submission is on: 01 December 2021 at 12:00 nn.

QTY.	UNIT	PARTICULARS	AMOUNT
		Christmas Decorations and Lights : Please see attached PR for details and descriptions.	
		ABC -----	Php 250,000.00

Company Name / Supplier :

Address and Telephone No :

Contact Person :


MARILOU L. ORTIGAS
Acting Administrative Officer