



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS



OFFICE OF CONSULAR AFFAIRS

REQUEST FOR QUOTATION OF PRICES

Date: 21 May 2025

Sir/Madam:

Please submit your formally detailed lowest price quotation form/letter for the following items individually described below, subject to the following conditions:

1. **Formal 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;
4. Payment will only be affected by strict compliance with the usual prescribed accounting and auditing requirements; and
5. Deadline for Submission of Quotation: 26 May 2025 at 12:00nn.

QTY	UNIT	PARTICULARS	AMOUNT
1	LOT	VARIOUS ICT EQUIPMENT 1.) All-in-one Conference Interactive Touch Display 2.) PC Module System 3.) Connectivity Inclusions: 1.) Dongle (2-units) 2.) Stand (1-unit) 3.) HDMI (1-unit) <i>(Please refer to the attached Purchase Request for the detailed specifications)</i>	
		APPROVED BUDGET FOR THE CONTRACT (ABC)	453,200.00

Please provide your best offer, fill-out the details below, and submit this form along with your quotation and government requirements.

Company Name / Supplier : _____

Address and Contact Number : _____

Contact Person : _____


AVA ELSA B. ARCILLA
Administrative Officer