

Standard Form Number: SF-GOOD-60
 Revised on May 24, 2004
 Standard Form Title: Request For Quotation

Date: _____
 Quotation No. _____

Company Name: _____
 Address: _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions, Stating the shortest time of delivery and submit your quotation duly signed by your representative not later than seven calendar days in the return envelope attached herewith.

CHRISTINE M. CAINTO
Procurement Officer

- Note:**
1. All entries must be typewritten or handwritten
 2. Delivery period within 7 calendar days (In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for everyday of delay shall be imposed)
 3. Warranty shall be for a period of six (6) months for supplies & Materials one (1) year for Equipment, from date of acceptance by the the procuring entity
 4. Price Validity shall be for a period of 30 calendar days
 5. G-EPS registration Certification shall attached upon Submission of the Quotation
 6. Bidders shall Submit Original Brochures showing Certification of the the product being offered

Item No.	Item & Description	Quantity	Unit	Unit Price	Amount

Brand: _____
 Delivery Period: _____
 Warranty: _____
 Price Validity: _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at price noted above

 Printed Name/Signature