

## Request for Quotation

Date : 11/4/2022  
 Quotation No. 2022-11-19

\_\_\_\_\_  
 Company Name  
 \_\_\_\_\_  
 Address

Please quote your lowest price on the item/s listed below, subject to the General Condition on the last page, stating the shortest time in the return envelope attached herein.

  
 \_\_\_\_\_  
**CECILIA OCHOAVO-SAYCON**  
 Chief, Finance & Admin Division  
 Procuring Officer

**NOTE:** ALL ENTRIES MUST BE TYPEWRITTEN  
 DELIVERY PERIOD WITHIN \_\_\_\_\_  
 WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY  
 PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS  
 G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACH UPON SUBMISSION OF THE QUOTATION  
 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL COST
1	LAPTOP  <b>Specifications:</b> CPU: Intel Core i5 1135G7 Software: Windows 11 Home+ MS Office 2021 RAM: 16GB DDR4 Graphics: Intel Iris XE Graphics Display: 13" FHD OLED Storage: 512 GB SSD	unit	4		
	<b>APPROVED BUDGET FOR THE CONTRACT</b> <b>220,000.00</b>		<b>TOTAL:</b>		

Brand and Model : \_\_\_\_\_  
 Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

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

\_\_\_\_\_  
**LOURDES F. GIGARE**  
 CANVASSER

\_\_\_\_\_  
 Printed Name / Signature

\_\_\_\_\_  
 Tel. No. / Cellphone No.

\_\_\_\_\_  
 e-mail address