REQUEST FOR QUOTATION
(Small Value Procurement)

Company Name: ____________________ Date: ____________________
Address: ____________________ Quotation No. CWD 82-2020
                      ____________________ End-User: Administrative Department
Tel. No./Fax No.: ____________________
T.I.N. : ____________________

Please quote your lowest price on the item(s) listed, subject to the Terms and Condition stated below and in a sealed envelope submit your quotation duly signed by authorized representative;

<table>
<thead>
<tr>
<th>Activities</th>
<th>Date and Time</th>
<th>Place / Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening of Requests for Quotation</td>
<td>November 11, 2020 @ 10:00am</td>
<td>2nd floor CWD Warehouse Building, Lakeview Subdivision, Barangay Halang Calamba City</td>
</tr>
</tbody>
</table>

TERMS AND CONDITIONS:

1. ALL ENTRIES SHALL BE TYPEWRITTEN
2. COMMENCEMENT SHALL BE ON NOVEMBER 25, 2020
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS
4. THE APPROVED BUDGET FOR THE CONTRACT IS AMOUNTING TO Php 98,350.00
   (BID EXCEEDING THE ABC SHALL BE AUTOMATICALLY DISQUALIFIED)
5. ALL PAGES OF THE SUBMITTED DOCUMENTS MUST BE SIGNED BY THE AUTHORIZED REPRESENTATIVE/S
6. ANY MISSING DOCUMENT IS A GROUND FOR DISQUALIFICATION
7. ELECTRONIC SUBMISSION IS NOT ALLOWED

DOCUMENTARY REQUIREMENTS SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION:

1. PHILGEPS CERTIFICATE OF PLATINUM MEMBERSHIP
2. Registration Certificate (SEC) / DTI Certificate
3. Mayor’s/Business Permit or its Equivalent
4. Tax Clearance
5. Audited Financial Statements
   - Auditor’s Certificate
   - Income Statement
   - Balance Sheet
   - Notes to Financial Statement
6. Latest six (6) month’s income tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS)
7. Latest six (6) month’s business tax returns (VAT Payments) filed and paid through the BIR Electronic Filing and Payment System (eFPS)
8. OMNIBUS SWORN STATEMENT (as per RA 9184 Standard Format)
<table>
<thead>
<tr>
<th>Item no.</th>
<th>ITEM &amp; DESCRIPTION/ TECHNICAL SPECIFICATION</th>
<th>QTY.</th>
<th>UNIT AMOUNT</th>
<th>TOTAL AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Supply and Delivery of CWD Sports Uniform (287 V-Neck Cotton T-Shirt with Print) <em><strong>nothing follows</strong></em></td>
<td>1</td>
<td>Lot</td>
<td>98,350.00</td>
</tr>
</tbody>
</table>

**APPROVED BUDGET FOR THE CONTRACT**  Php 98,350.00

Brand and Model : ____________________________
Delivery Period : ____________________________
Warranty : ____________________________
Price Validity : ____________________________

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

________________________________________
Printed Name/Signature/Date

________________________________________
Tel. No. /Cellphone No./ e-mail address