REQUEST FOR QUOTATION
(Small Value Procurement)

Company Name: __________________________ Date: __________________________
Address: ________________________________ Quotation No. CWD 58-2020
Tel. No./Fax No.: __________________________ End-User: Administrative Department
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>September 29, 2020 @ 3:00pm</td>
<td>2nd floor CWD Warehouse Building, Lakeview Subdivision, Barangay Halang Calamba City</td>
</tr>
</tbody>
</table>

MR. EDWIN L. CARTAGO
BAC Chairman

TERMS AND CONDITIONS:
1. ALL ENTRIES SHALL BE TYPEWRITTEN
2. COMMENCEMENT SHALL BE FOR A PERIOD OF ONE (1) TO TWO (2) MONTHS UPON RECEIPT OF THE APPROVED PURCHASE ORDER.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS
4. THE APPROVED BUDGET FOR THE CONTRACT IS AMOUNTING TO Php 521,680.00 (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

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 of Labor and Materials for the Installation of Window Blinds for CWD Building (except OGM) and Office Blinds at Calamba Shopping Mall <em><strong>nothing follows</strong></em></td>
<td>1</td>
<td>Lot 521,680.00</td>
<td>521,680.00</td>
</tr>
</tbody>
</table>

**APPROVED BUDGET FOR THE CONTRACT**  Php 521,680.00

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