

REQUEST FOR QUOTATION Date: December 5, 2023 Quotation #: 23-12-720 Name of Company Address TIN No. Please quote your best offer for the items/s described herein, subject to the Terms and Conditions provided, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than in the attached envelope and return it sealed. BAC Chairperson ITEM BRAND ITEM & DESCRIPTION UNIT QUANTITY **UNIT COST** TOTAL COST No. MODEL 1 Outsourcing of Photocopier unit Period: January to December 2024 Note: Inclusive of Toner/Ink & Maintenance of the Machine for ATI-RTC 13 Office use Requisitioner: F. Iriarte/L. Antiola PR No. 23-12-928 120,000.00 ABC: Source of fund: Regular Note: 1. Price validity shall be for a period of \_ calendar days 2. All entries must be typewritten or legibly written in ink. 3. Warranty shall be for a period of six (6) months for supplies & materials, one (1) year for equipment from date of acceptance by procuring entity. 4. Documentary requirements to be submitted along with your quotation: 4.1 PhilGEPS Registration Number/Certificate 4.2 Mayor's/Business Permit 4.3 Income/Business Tax Return 4.4 Omnibus Sworn Statement - Duly Notarized - form can be downloaded in the ATI-RTC13 website 4.5 PCAB Lic. (Infra) After having carefully read and accepted your Terms and Conditions, I/We quote on the item at prices noted above. Signature over Printed Name of Company Name and Signature of Canvasser Date . Cellphone No. / e-mail Address

Revised January 5, 2021