

Republic of the Philippines
Department of Justice
OFFICE OF THE REGIONAL PROSECUTOR
REGION IV – San Pablo City

(Company)

(Address)

Telephone No./ Fax No.

Signature of Store Manager / Store Owner

Validity Offer: _____
Delivery Period: _____
Terms of Payment: _____

REQUEST FOR QUOTATION OF PRICES

QTY.	UNIT	DESCRIPTION	AMOUNT
45	pc	Free standing table 120x70x75 w/ drawer/mobile pedestal	_____
58	pc	Clerical chair/star base w/ arm rest	_____
43	pc	Cabinet lateral w/ 3 drawer	_____

For the use of ORP Region IV

IMPORTANT CONDITIONS

1. All quotations submitted to this office are considered of the items specified above the prices quoted hereon. In the event that the offer is accepted, Purchase Order for the items above mentioned will be sent to the dealer concerned, advising them of such acceptance, the date of delivery of the said item, and the availability of the funds needed for this purpose.
2. Goods, as defined in Republic Act No. 9184 and its implementing Rules and Regulations, delivered to this Office are subject to inspection by the Auditor or the Commission on Audit or his duly authorized representative. Payment therefore will be effected only after the said inspection and acceptance of the item and subject to the usual audit requirements.
3. This office hereby reserves the right to reject any or all offers, or accept such offer it may consider most economical and advantageous to the government.

Very truly yours,


JOSEF ALBERT T. COMILANG
Senior Assistant Regional Prosecutor

LOOK FOR:


DALTON REX F. MERLUZA
Administrative Assistant V
Tel/Fax No.: 521 2552
Email Address: Orp04@doj.gov.ph
Note: Pls. Include your VAT