

**Republic of the Philippines**  
**Department of Justice**  
Office of the Regional Prosecutor  
Region V

\_\_\_\_\_

(Company)

\_\_\_\_\_

(Address)

\_\_\_\_\_

Telephone No. / Fax No./Email Address

\_\_\_\_\_

Store Manager / Store Owner

Validity Offer: \_\_\_\_\_

Delivery Period: \_\_\_\_\_

Terms of Payment: \_\_\_\_\_

**REQUEST FOR QUOTATION OF PRICES**

QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
86	pack	Folder, Tagboard, Long, 14Pt., 100's	P _____	P _____
82	box	Envelope, Mailing, white, Long 80gsm	P _____	P _____
1200	piece	Sign Pen Black, Liquid Gel, Ink 0.5	P _____	P _____
1200	piece	Sign Pen Blue, Liquid Gel, Ink 0.5	P _____	P _____
240	piece	Sign Pen Red, Liquid Gel, Ink 0.5	P _____	P _____
<b>Total</b>				P _____

**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 of 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,



**JOYCE O. GUERRERO**  
*Assistant Regional Prosecutor*  
Acting Chairperson- BAC National Prosecution Service  
Region V

LOOK FOR

**JANNET A. BALUTE**  
*BAC Secretariat*  
Telefax – (052)742-5016  
Note: Pls. include your VAT

**Additional Requirements to submit together with the RFQ Form:**

- 1. Certified true copy of Mayor's Permit/BIR Certificate of Registration**
- 2. Certified true copy of SEC/DTI Registration**
- 3. Certified true copy of PhilGEPS Registration Number**
- 4. Omnibus Sworn Statement**