

December 28, 2022

REQUEST FOR QUOTATION

Please quote your Company's lowest price/offer in a **SEALED ENVELOPE** for the **Provision of One (1) Bus for the Conduct of LRA Central Office Executive Planning Conference on January 5 to 7, 2023** within **Tagaytay** in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

| Specification | Quantity | Amount |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------------------|
| - Fully airconditioned - 50 seater Inclusions: - toll fees - fuel - parking fees - driver - driver's meal -Pick-up and Drop off | 1 Lot | Php 35,000.00 |

Subject to the submission of the following requirements:

- 1) Photocopy of Mayor's/Business Permit;
- 2) Photocopy of PhilGEPS Registration Number;
- 3) Price Quotation Form with Compliance to Specification: See attached Annex "A".

IMPORTANT TERMS AND CONDITIONS

1. All quotations submitted to this Authority are considered an offer. In the event that the quotation is accepted, a PURCHASE ORDER shall be placed with the Company offering the most advantageous terms to this Authority;
2. Delivery period shall be **on January 5 and 7, 2023**;
3. Goods supplied and delivered are subject to inspection and acceptance. Return/Exchange of non-conforming product(s) applies;
4. Price Validity shall be for a period of ninety (90) calendar days;
5. Payment will be on a No Down Payment and in a send Bill Arrangement. Full payment will be made after the completion of the event or delivery of the items/service;
6. Price quotations shall be inclusive of all costs and applicable taxes (i.e. bank charges, VAT, other charges, etc.); and,

7. Full Payment shall be through bank transaction preferably with landbank account, otherwise the bank charges shall be included in the quotation.
8. This Authority reserves the right to reject any or all offers and may only accept such offer it may consider most economical and most advantageous to the Government.
9. Deadline for the submission of of Quotation is **on or before 08:00 a.m. of January 4, 2023**, through:
 - a) **Ms. Maria Rudylyn Cebrero**
Mobile No. 0961-8837646
Room 02, Lower Ground Floor, Property and Supply Section
LRA Building, East Ave., corner NIA Road, Diliman, Quezon City.
10. APPROVED BUDGET for the CONTRACT (ABC): Thirty-Five Thousand Pesos (**Php 35,000.00**), VAT Inclusive.



ATTY. TRISTAN DE GUZMAN
Chairperson, LRA-BAC

Annex "A"

PRICE QUOTATION FORM AND COMPLIANCE TO THE TECHNICAL SPECIFICATION

Date

Chairperson, LRA-BAC

Land Registration Authority
LRA Building, East Avenue corner NIA Road
Diliman, Quezon City

Atty:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

| Specification | Quantity | Amount |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------|
| - Fully airconditioned - 50 seater Inclusions: - toll fees - fuel - parking fees - driver - driver's meal -Pick-up and Drop off | 1 Lot | Php _____ |

(Amount in Words)

I hereby complied with the above technical specification.

Name/Signature of Representative

Name of Company

Contact No.