



24 February 2024

REQUEST FOR QUOTATION
(Pursuant to Approved Supplemental Procurement Program SPP-04)

Please quote your Company's lowest price/offer in a **SEALED ENVELOPE** for the **Supply and Delivery of 6 Units of Parking Signages** with the following specifications:

Motorcycle Parking

- Size: 14" x 20"
- Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker
- Quantity: 2

No Loading/Unloading Parking

- Size: 24" x 36"
- Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker
- Quantity: 2

Loading/ Unloading Parking

- Size: 24" x 36"
- Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker
- Quantity: 1

Clients Parking Only

- Size: 24" x 32"
- Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker
- Quantity: 1

Subject to the submission of the following requirements:

- 1) Photocopy of Valid Mayor's/Business Permit - FY 2024;
- 2) Photocopy of Valid PhilGEPS Registration Number; and
- 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 **thirty (30) calendar days** upon receipt of the Purchase Order.

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 offers 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 February 28, 2024**, through:
 - a) **Ms. Maria Rudylyn Cebrero**
Mobile No. 0999-226-2745
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) **Forty One Thousand Six Hundred Pesos Only (Php 41,600.00)**, VAT Inclusive.



ATTY. TRISTAN E. 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

Dear **Chairperson**:

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:

Name of Project	Specifications	Qty.	Total Price (VAT inclusive)
Supply and Delivery of 6 Units of Parking Signages	Motorcycle Parking <ul style="list-style-type: none">● Size: 14” x 20”● Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker● Quantity: 2 No Loading/ Unloading Parking <ul style="list-style-type: none">● Size: 24” x 36”● Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker● Quantity: 2 Loading/ Unloading Parking <ul style="list-style-type: none">● Size: 24” x 36”● Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker● Quantity: 1 Clients Parking Only <ul style="list-style-type: none">● Size: 24” x 32”● Materials: G.I. Pipe, Steel Plate, Paint and Reflectorized sticker● Quantity: 1	6 units	

(Amount in Words)

I hereby complied with the above technical specification.

Name/Signature of Representative

Name of Company

Contact No.