



PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
18th Floor Three Cyberpod Centris-North Tower EDSA Quezon City
Tel No. 8877-4013/4006: Fax 8877-4099 : TIN # 000-844-550

REQUEST FOR QUOTATION

Date: October 16, 2024
Reference No (PR No.): 2024-342

To All Interested Bidders:

This is to request for quotation on the PIDS procurement requirement enumerated hereunder. If you are interested and, in a position, to furnish the same, we shall be glad to have your best price, terms and conditions of delivery, submitted not later than **October 24, 2024 (10:00 AM)** addressed to the *Procurement Management Division of the Administrative and Finance Department* at the abovementioned address. PIDS reserves the right to reject any and all bids, declare failure of bidding, or not award the contract under the conditions specified in Section 41 of the 2016 Revised IRR of RA 9184.

The price quotation/s, to be denominated in Philippine peso, **shall include all applicable taxes, duties, and/or levies payable.**

Very truly yours,

July R. Suing
CAO, Procurement Management Division

Item	Qty	UOM	Articles/Description	Unit Cost	Total Cost
Supply, Delivery and Installation of Office Tables and Chairs					
1	8	Pcs	Small Office Table Specifications: 100 L x 45 D x 75 H cm Light Gray Finish with grommet PVC black edging With side drawer ABC: PhP52,000.00		
2	8	Pcs	Office Chair Specifications: Black With headrest Comfortable fabric padded, high-density foam seat Durable back and seat load capacity 3-year warranty ABC: PhP52,000.00		
			Total ABC: PhP104,000.00 Delivery Period: Within thirty (30) calendar days upon receipt of Purchase Order		
Requirements:					
<ul style="list-style-type: none"> Valid Mayor's/Business Permit PhilGEPS Registration No. (if PhilGEPS Platinum Certificate is provided, Mayor's/Business Permit is no longer required) Notarized Omnibus Sworn Statement 					

The price and details of the above offer are certified correct:

_____	_____
Name of Firm (<i>Bidder</i>)	Signature over Printed Name of <i>Bidder's Representative</i>
_____	_____
Address	Business Permit No.
_____	_____
Telephone and/or Mobile No.	Tax Identification Number (<i>TIN</i>)
_____	_____
Email Address	PhilGEPS Registration Number

Note: PIDS is evaluating its supplier's performance based on the quality of services rendered or goods delivered, timeliness of delivery, customer/after sales service and overall quality of service.