



Republic of the Philippines  
City Government of Muntinlupa  
National Road Putatan Muntinlupa City  
**BIDS and AWARDS COMMITTEE**  
[www.muntinlupacity.gov.ph](http://www.muntinlupacity.gov.ph)

**REQUEST FOR QUOTATION**

Date: 6/4/2024  
Quotation No:2024-0359

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration No.(required): \_\_\_\_\_

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure **Purchase of other Supplies & Materials that will be used for our Personnel & Office** which will be undertaken in accordance with **Section 53.9** of the 2016 Revised Implementing Rules and Regulations of Republic Act No.9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided.

A copy of the following documents are also required to be submitted along with your quotation/proposal:

1. Mayor's/Business Permit: (Certified True Copy)	4. PhilGEPS Registration (Certified True Copy)
2. Omnibus Sworn Statement (original)	5. Certificate of Registration (Certified True Copy)
3. Latest Income Tax (Certified True Copy)	6. Tax Clearance (Certified true copy)

Quotations/Proposals must be submitted to the BAC Office of the City Government of Muntinlupa for checking & validation.

For any clarification, you may contact **Bids & Awards Committee** at telephone no.(02)8861-1127

INSTRUCTIONS:	
(2) Do not alter the contents of this in any way.	
(3) technical specifications with asterisks(*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your	
(4) Failure to follow these instructions will disqualify your entire quotation.	

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Procurement Project		Approved Budget for the Contract (ABC)			
Purchase of other Supplies & Materials that will be used for our Personnel & Office		One Hundred Eleven Thousand Seven Hundred Thirty Five Pesos			
Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPRION	Compliance		REMARKS
			Yes	No	
15	pcs	Managerial Chair Executive Chair Made from PU (Front) + PVC (Back) + Gas Lift Size:59 x 55 x 115 to 125 (max)cm (LWH)			
2	pcs	Parts Cabinet Made of Resin Drawer Size X 18 60 drawers Tool Boox / Organizer 18.5" x 6.5"			

