



# Professional Regulation Commission

## REQUEST FOR QUOTATION

RFQ #: 2023-036

Date: October 10, 2023

SIR / MADAM:

The Professional Regulation Commission, through its Bids and Awards Committee, intends to procure the items listed and described hereunder, in accordance with Section 52 (Shopping) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best proposal/offer duly signed by you or your duly authorized representative in any or all lots described herein not later than November 15, 2023 at 3:00pm. Submit your quotation to the BAC office, 4<sup>th</sup> floor PRC Annex Building or through the BAC email address at [bac@prc.gov.ph](mailto:bac@prc.gov.ph) or facsimile No. 5310-0037. **Quotations exceeding the Approved Budget for the contract shall be rejected.**

The following documents are also required to be submitted along with your quotation/proposal on the specified deadline above.

1. Photocopy of Valid Business Permit
2. Proof of Valid Philgeps Registration

Very truly yours,

**LORD LOUIS P. VALERA**  
 Assistant Commissioner  
 Chairman, Bids and Awards Committee

ITEM (with Specification)	QUANTITY	Approved Budget for the Contract (ABC)	Offered Price per Unit	Total Offered Quotation (Quantity x Unit Price)
<b>1 LOT:</b> • Printer (Ink Tank Printer) • Printer Ink (Tank Refill)	1 1	Php14,245.00 1,500.00  <b>Total ABC: <u>Php15,745.00</u></b>		<b>In words (Total ABC):</b> _____ _____ _____  <b>In figures (Total ABC):</b> _____ _____ _____  <b>(Inclusive of VAT and other taxes)</b>
<b>Delivery Period:</b> Within ten (10) days from receipt of Purchase Order.				

Signature Over Printed Name

Position / Designation

Telephone/ Fax No/E-mail Address

**NOTE: MODE OF PAYMENT: BANK TO BANK (OTHER THAN LANDBANK ACCOUNT, BANK CHARGES SHALL BE PAID BY THE SUPPLIER)**

By: ASEugenio