

Republic of the Philippines  
SENATE  
REQUEST FOR QUOTATION

Date : 10/19/2020 3:20:59PM  
 RSQ No. : RSQ-20-10-087  
 Requisitioner : LBRMO  
 Canvasser : RONALD C. GONZALES

Sir/Madam:

We invite all GEPS registered bidders to submit sealed quotation for the item/s listed below, addressed to the Chairman, Bids and Awards Committee (BAC), 4/F Senate of the Philippines, GSIS Bldg., Financial Center, Pasay City. The quotation for Purchase Request No. **PR-20-10-611** must be submitted to the Office of the Chairman, Bids and Awards Committee, Room 408 or the Secretariat, Bids and Awards Committee, Room 401, 4/F Senate of the Philippines, GSIS Building, Financial Center, Pasay City, not later than 5P.M. of \_\_\_\_\_. Kindly observe and comply with the stated specifications / descriptions / unit of items for quotation, and specify country of manufacture or origin in the item, any erasure must be properly initialed by the bidder. Bidders are presumed to have reviewed all bids indicated herein before submission to the BAC. Please do not forget to indicate the following references in your envelope "PR NO. \_\_\_\_\_ / RSQ NO. \_\_\_\_\_, Assigned Canvasser: \_\_\_\_\_, CLOSING DATE: \_\_\_\_\_"

LIKEWISE, ALL QUOTATIONS MUST BE VALID FOR AT LEAST THIRTY (30) TO FORTY FIVE (45) DAYS FROM THE CLOSING DATE OF POSTING WITH THE PHIGEPS AND SUBJECT TO THE GENERAL CONDITIONS FOUND AT THE BACK OF THIS FORM.

  
 ATTY. MARIA VALENTINA S. CRUZ  
 CHAIRPERSON  
 BIDS AND AWARDS COMMITTEE

**THE CHAIRMAN**  
 Bids and Awards Committee  
 c/o Secretariat, Bids and Awards Committee  
 Room 401 4/L, Senate of the Philippines, GSIS Building, Financial Center, Pasay City  
 Fax No. 552-6601 local 1602 or 552-6793

Sir:

As requested in your letter above, we are pleased to quote hereunder our price/s for the following item/s subject to the General Conditions stated at the back:

ITEM NO.	QTY	UNIT	ITEM/S DESCRIPTION (Kindly indicate BRAND NAME & MODEL of item/s of your offer/bid)	APPROVED BUDGET	UNIT PRICE (Inclusive of all Taxes)	TOTAL
			<i>PR-20-10-611 (LBRMO)</i>			
1	1	UNIT	<b>PAPER SHREDDER, Heavy Duty</b>  <i>Specifications:</i> 150 Sheets Micro cut Auto Feed 10 sheets manual feed 60 db Noise level 2m/min shredding speed 220mm throat width Shred credit card (Manual mode) Overload and Over heat protection Standby LED Indication;Over load Indication: over heat Indication: Door open Indication: Bin-full Indication 32.2 L Bin Capacity Auto feed 60 mins./ 45 mins. Off Manual Feed 10 mins. / 45 mins. Off Auto Power Off at least one year warranty	<b>Php 40,000.00</b>  <i>Php40,000.00/UNIT</i>		

(QUOTATIONS must be valid for at least thirty [30] to forty five [45] days from closing date)

TERMS OF DELIVERY \_\_\_\_\_

TERMS OF PAYMENT: Government Terms (NO C.O.D. / NO ADVANCE PAYMENT)

(Name of Company) \_\_\_\_\_

Address of Supplier \_\_\_\_\_

E-Mail Address \_\_\_\_\_

PHIGEPS Reg. No. \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Tel./Fax No./s \_\_\_\_\_

TIN \_\_\_\_\_

(Signature over Printed Name Authorized Representative) \_\_\_\_\_

**RECEIVED**

OCT 20 2020

BY: L TIME: 9:30  
**PROCUREMENT, PPS**

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Note: this item is important for proper disposal of old documents in the office  
 \_\_\_\_\_ Nothing Follows \_\_\_\_\_

Remarks:

**RECEIVED**  
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 BY: L TIME: 9:30  
 PROCUREMENT, PPS

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TERMS OF PAYMENT: Government Terms (NO C.O.D. / NO ADVANCE PAYMENT)

Address of Supplier \_\_\_\_\_ (Name of Company) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Tel./Fax No./s \_\_\_\_\_

TIN \_\_\_\_\_

PhilGEPS Reg. No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_

\_\_\_\_\_  
 (Signature over Printed Name Authorized Representative)