

**SENATE  
REQUEST FOR QUOTATION**

Date : 10/12/2021 4:52:00PM  
 RSQ No. : RSQ-21-10-145  
 Requisitioner : HRMS  
 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-21-10-638** 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-21-10-638 (HRMS)</i>			
1	22	PIECE	<b>RUBBER STAMP</b>  <i>Specifications:</i> Rubber Stamp CUSTOMIZED /SELF INKING RUBBER STAMP a.) 8 pcs. Borderless, 1" x 2" (as per attached sample) b.) 5 pcs. Round 1 3/4" diameter (as per attached sample)	<b>Php 44,000.00</b>  Php2,000.00/PIECE		
----- Nothing Follows -----						

(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 \_\_\_\_\_

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

OCT 19 2021

BY: L TIME: 9:18  
 PROCUREMENT, PPS



CERTIFIED TRUE PHOTOCOPY

\_\_\_\_\_  
MDEWS, HRMS  
Senate of the Philippines



CERTIFIED TRUE PHOTOCOPY

(2 pcs)

\_\_\_\_\_  
REYNOLD C. SAN JUAN  
Records Unit, HRMS  
Senate of the Philippines



CERTIFIED TRUE PHOTOCOPY

(2 pcs)

\_\_\_\_\_  
Merits & Discipline Section, HRMS  
Senate of the Philippines



CERTIFIED TRUE PHOTOCOPY

\_\_\_\_\_  
Recruitment & Selection Section, HRMS  
Senate of the Philippines



CERTIFIED TRUE PHOTOCOPY

\_\_\_\_\_  
Senate Proper, HRMS  
Senate of the Philippines

CHRISTIAN P. BORJA  
Director II, HRMS  
Senate of the Philippines

*Christian P. Borja*  
10/14/21