

**Republic of the Philippines
SENATE
REQUEST FOR QUOTATION**

Date : 6/18/2024 1:47:55PM
 RFQ No. : RFQ-24-06-021
 Requisitioner : HRMS
 Canvasser : EISEN ROMMEL G. RAZON

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-24-05-333** 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. _____ / RFQ 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 PhilGEPSS AND SUBJECT TO THE GENERAL CONDITIONS FOUND AT THE BACK OF THIS FORM.

(Signature)
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-24-05-333 (HRMS)</i>			
1	20	PIECE	DATING AND STAMPING MACHINE <i>Specifications:</i> I. Self-inking Stamp - RECEIVING COPY ·RECEIVING COPY ·4 pieces ·Size: 6cm x 1.5 cm ·Font: Arial Black ·Font Size: 24 ·Ink Color: Blue ·Borderless II. Self-inking Stamp - CONFIDENTIAL ·CONFIDENTIAL ·1 piece ·Size: 6cm x 1.5 cm ·Font: Arial Black	Php 9,079.20	<i>Php453.96/PIECE</i>	

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

TERMS OF DELIVERY _____

TERM/S OF PAYMENT: Government Terms (NO C.O.D. / NO ADVANCE PAYMENT) _____ (Name of Company)

Address of Supplier _____

E-Mail Address _____ PhilGEPSS Reg. No. _____ Expiry Date: _____

Tel./Fax No./s _____

TIN _____ (Signature over Printed Name Authorized Representative)


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			· Font Size: 24 · Ink Color: Red · Borderless III. Self-inking Stamp - Atty. RENATO N. BANTUG Jr. · Line 1: Atty. RENATO N. BANTUG Jr. · Line 2: Senate Secretary · Line 3: Senate of the Philippines · 1 piece · Size: 7cm x 1.5 cm · Font: Times New Roman · Font Size: 12 · Ink Color: Blue IV. Self-inking Stamp - CERTIFIED TRUE COPY · Line 1: CERTIFIED TRUE COPY · Line 2: Blank Line (space for signature)			

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			·Line 3: Name ·Line 4: Section/Unit ·Line 5: Senate of the Philippines ·Line 6: Date: _____ ·12 pieces ·Size: 6cm x 3 cm ·Font: Arial Black ·Line 1, Font Size: 18 ·Line 2 to Line 6, Font Size: 10 ·Ink Color: Blue ·Name: ·MARILYN E. AUSTRIA - Records Units ·JOSHUA CARLO U. BAROT - Records Units ·JOHN PAUL O. BUENO - Records Units ·GERICHO MATTHEW C. BRIONES -			

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			Records Units ·KARREN D. ESTAVILLO - Records Units ·SARAH MARIE M. JALANDOON - Records Units ·SARAH MARIE M. JALANDOON - MDEWS ·CAREEN S. ESPINOSA - MDEWS ·CARMINA D. MISOLAS - MDEWS ·ROWELL C. MANGIBIN - MDEWS ·JOEL A. SIGUE - MDEWS ·MILDRED O. ANGELES - RSU V. Dater Stamp ·2 pieces ·Four band date and 12 year band ·Self-inking stamp pad ·With removable and refillable ink pad			

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			Size of imprint (mm): 30mm x 45 mm			

Note: **To be used by HRMS.**
 ----- Nothing Follows -----

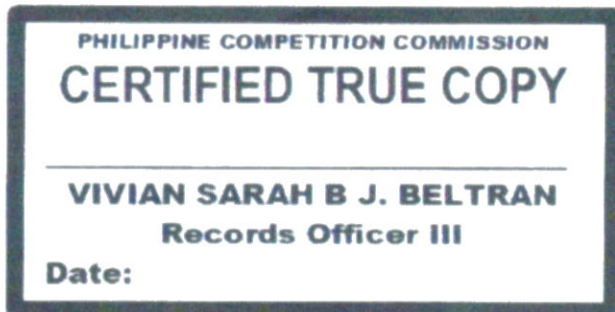
Remarks:

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Self-Inking Stamp (Certified True Copy - Records)

SIZE: 6cm x 3cm



- ← Arial Black, Size 7
- ← Arial Narrow, Size 18
- ← Arial Black, Size 10
- ← Ink color: Blue

Self-Inking Stamp (Name with Designation & Office)

Christina Faye M. Condez-de Sagon
Legislative and Policy Officer
Legislative Liaison Office

Joseph Giancarlo C. Agdamag
Attorney III
Legislative Liaison Office

- Times New Roman
- Size: 12
- Format: Centered
- Ink Color: Black

Self-Inking Stamp (Confidential)

SIZE: 7cm x 1.5cm

CONFIDENTIAL

- ← ARIAL BLACK
- Font Size: 24
- Ink Color: RED
- Borderless