



Standard Form Number: SF-GOOD-60  
 Revised on: January 08, 2018  
 Standard Form Title: Request For Quotation

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 PhiIGEPS Reg. No. \_\_\_\_\_

Date: \_\_\_\_\_  
 Quotation No.: 2025040400095

Please quote you lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_, 2025.

MARY GRACE D. MANGAO  
 DATA ENCODER

Tel/Fax No.: (02) 8817-3168

**General Conditions:**

1. All entries must be typewritten/accurate/readable.
2. Delivery period must be within seven (7) calendar days only.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
4. Price validity must be within thirty (30) calendar days.
5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.
6. Bidders shall submit original brochures showing specifications of product being offered.
7. According to BIR Revenue Regulation No. 017-2024, the final settlement requires the presentation of an updated BIR tax clearance. Non-submission of a tax clearance entitles SHFC to suspend payment for any goods or services delivered.

**(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)**

Item No.	Item and Description	QTY	Approved Budget (In Php)	BID Price
A-001-282	Aircon Services-Supply of labor, materials, tools and technical supervision for leak testing and repair, system reprocess, replacement of Drain Pump and Heavy Duty Hose for 2 units Wall Mounted 1.0HP Media Aircondition System & 1 unit Wall Mounted 2.0HP Media Aircondition System.  Scope of Works: 1. Replacement of Drain Pump and Heavy Duty Hose. 2. Leak testing and repair leak found. 3. Conduct system reprocessing. 4. Vacuuming and dehydration. 5. Recharging of FREON 32. 6. Testing and observation.	1	65,000.00	
	<b>Place of Delivery:</b> G/F DHSUD/HLURB BUILDING, KALAYAAN AVE., CORNER MAYAMAN STREET, DILIMAN, QUEZON CITY  <b>Delivery Term:</b> FOB Destination  <b>Term of Payment:</b> 15 working days upon complete delivery		<b>65,000.00</b>	

**Brand and Model:** \_\_\_\_\_  
**Delivery Period:** \_\_\_\_\_  
**Warranty:** \_\_\_\_\_  
**Price Validity:** \_\_\_\_\_  
**Payee's Name & TIN:** \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name / Signature  
 \_\_\_\_\_  
 E-mail Address

\_\_\_\_\_  
 Tel. No. / Cellphone No  
 \_\_\_\_\_  
 Date