



Republic of the Philippines
Philippine Merchant Marine Academy
San Narciso, Zambales

December 08, 2020



REQUEST FOR QUOTATION

The Philippine Merchant Marine Academy through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement for the **“PROCUREMENT OF OFFICE FURNITURE”** in accordance with Section 53.9 of the Implementing Rules and Regulations of the Republic Act No. 9184 and DBM Circular Letter no. 2018-8.

Name of project : **PROCUREMENT OF OFFICE FURNITURE**

**Approved Budget for
The Contract (ABC)** : Fifty-One Thousand (P51,000.00)

Specification : See Attached Annex “A” for the specifications

Location : PMMA Complex, San Narciso, Zambales

Delivery Term : Within 30 calendar days upon receipt of Notice to Proceed

Interested suppliers are required to submit their valid and current Mayor’s Permit, PhilGEPS Registration Number or PhilGEPS Platinum Membership, Income/Business Tax Return, Omnibus Sworn Statement with Authority of Signatory, upon submission of quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated in Annex “A” and other terms and conditions stated in the price quotation form.

Subject for submission of warranty certificate once awarded.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 5:00 p.m of _____ at the PMMA BAC Office, PMMA Complex, San Narciso, Zambales. Thru LBC or Hand Carry or you can send to pmmabac@gmail.com. For Inquiries, you may contact us at tel. nos. 047-913-4396 loc.172

PMMA – Main Site
PMMA Complex,
Brgy. Natividad,
San Narciso, Zambales,
2205 Philippines
Tel: (047) 913-4396

PMMA – Assessment
Center, Training Center,
Graduate School
3rd and 4th Floor,
Marsman Building,
Philippine Port Authority,
South Harbor Port Area,
Manila, Philippines

Tel: (02) 714-3719
Assessment Center

Tel: (02) 523-0451
Training Center
Graduate School

www.pmma.edu.ph

BIDS AND AWARDS
COMMITTEE

Request for Quotation

No.91 S.2020

Rev_091615



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ANNEX A"

Price Quotation Form

Date: _____

The BAC Chairperson
PMMA Complex, San Narciso, Zambales

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items/s as follows:

Description	UNIT	Item/Specification	Quantity	Unit Price	Total Price
PROCUREMENT OF OFFICE FURNITURE					
	pc	Office Executive Chair Leather boots, comfort reclining, 360 degrees' swivel function, adjustable height, tilting mechanism, pneumatic height adjustment, 150 kg. Maximum capacity & five star chrome base	1		
	pc	Office Executive Table Melamine table top with side drawers, with movable pedestal sizes of (OFT1600 – 160x80x76 & OFT 1800-180x80x76)	1		
	pcs	Junior Executive Chair Leatherette fabric, color black & silver powder coated metal base	3		
	set	L-Shape Sofa Fabric, 2 seater-42"x28", Gray or Black color	1		

(Amount) _____ (Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative



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Name and Address of Company

Contact No./E-mail Address



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