



HRAS - PROCUREMENT

REQUEST FOR QUOTATION
Sealed Bidding

PR No.: NCRO - 39640

Date: 02/01/2021

R.F.Q. No.: 202102-9324

Delivery

Gentleman:

Please quote hereunder your lowest possible price(s) for the following item(s) which is/are urgently needed by this office. It is requested that the quotation be signed, sealed or stamped and submitted to the Supply Section, Ground Floor Department of Trade and Industry, 361 Sen. Gil J. Puyat Avenue, Makati City, Metro Manila.

Table with 5 columns: NO, QUANTITY, UNIT, ARTICLE, UNIT PRICE, TOTAL PRICE. Row 1: 1.0, UNIT, Preventive Maintenance SCOPE OF WORK, Supply of labor, materials, tools and technical supervision for the Quarterly Preventive Maintenance for the whole year 2021, The supplier/ contractor shall have the obligation to perform the Check-up, Cleaning, and Maintenance. Their scope of work includes, but is not limited to: Check operating pressure, Check and record room temperature, Check evaporator and condensing coils for any dirt or debris, Check system for refrigerant leak, Check and lubricate bearing if necessary, Check for any water leak, Check for any unusual noise.

Remarks All item should be treated as one lot. Please note on the delivery term indicated above. ABC: 90,000.00

Prepared by:

MARK C. VILLANUEVA
ADMIN. OFFICER II

Very truly yours,

MARY ANN D. YULAS
SUPERVISING ADMIN. OFFICER

DTI SHOPPING COMMITTEE

Department of Trade and Industry

As per your request, I/We have indicated the prices of the above mentioned articles on the Unit Price and Total Price columns.

Date Submitted

Signature over Printed Name

POSITION:

COMPANY:



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Prepared by:

MARK C. VILLANUEVA
ADMIN. OFFICER II

Very truly yours,

MARY ANN D. YULAS
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Table with 5 columns: NO, QUANTITY, UNIT, ARTICLE, UNIT PRICE, TOTAL PRICE. Includes a note: Payment should be made every Quarter base on their service report and \*\*Please see attached TOR for your reference\*\*

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

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Prepared by: MARK C. VILLANUEVA ADMIN. OFFICER II

Very truly yours, MARY ANN D. YULAS SUPERVISING ADMIN. OFFICER

DTI SHOPPING COMMITTEE Department of Trade and Industry

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