



Date \_\_\_\_\_

**REQUEST FOR PRICE QUOTATIONS**  
**No. C18-085-08**

**GENTLEMEN:**

You are cordially invited to submit and quote your lowest price on the following supplies, materials and/or equipment listed hereunder. Please be informed that this procuring entity shall only consider price quotations within Approved Budget Cost (ABC) Php70,000.00

Your price quotation shall include the following documents and submitted in a sealed envelope, indicating the Solicitation No. / Reference No.:

- |  |  |
|--|--|
| 1. Proposal in your official letterhead; | 6. Latest Business Tax Return for the last two (2) quarter before the opening of the quotations; |
| 2. Copy of this request;                 | 7. Mayor's Permit;   |
| 3. Brochure if applicable;               | 8. Tax Clearance;  |
| 4. Philgeps Registration;                | 9. Omnibus Sworn Statement   |
| 5. Annual Income Tax Return;             |  |

Furthermore, the period of delivery must be within 30 calendar days from your receipt of the procuring entity's contract agreement and notice to proceed.

Submission of quotations must be made at this Office on or before the opening of quotations scheduled on Aug. 24, 2018 at 10:00 am at the CAAP-Procurement Division, Old QRT Building.

Please be guided accordingly.

Very truly yours,

**OSCAR B. DEMETILLO, JR.**  
 Chairman, Canvass and Contract Committee

Qty	Unit	COMPLETE DESCRIPTION OF ARTICLE	Unit Price	Amount
1	unit	Purchase of Electric paper cutter for the use of CATC (please see attached specifications)		

The Chairman, Canvass and Contract Committee  
 Civil Aviation Authority of the Philippines  
 Pasay City, Metro Manila

Sir:

In compliance with your request for price quotations and in behalf of \_\_\_\_\_,  
 We hereby commit to faithfully comply with all the requirements relative to this request. It is fully understood that our failure to furnish and deliver the items as herein quoted will disqualify our firm to participate in future biddings conducted by the Authority.

\_\_\_\_\_  
 (sign over printed name)

\_\_\_\_\_  
 (position)