

UNIVERSITY OF THE PHILIPPINES  
Manila  
INSTITUTE OF HUMAN GENETICS  
Tel. 310-1780 / 310-0788 / 526-1725  
Fax: 526-9997

**REQUEST FOR QUOTATION**

Date: December 1, 2020

Please quote your lowest price on the item/s listed below, subject to the General Conditions below, stating the shortest time of delivery and **submit your Quotation duly signed by your representative not later than** **December 4, 2020**

**Note:**

1. All entries must be typewritten or in print.
2. Delivery for a minimum period of 30 calendar days.
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 shall be for a period of 90 calendar days.
5. PhilGEPS Registration Certificate shall be attached upon submission of the quotation (if applicable).
6. Bidders shall submit original brochures showing certifications of the product being offered.
7. Bidders must indicate the BRAND and MODEL NUMBER offered when appropriate.
8. Others: **YOU MAY USE YOUR OWN LETTERHEAD IN SUBMITTING PRICE QUOTATION**

Item No.	Qty	Unit	Description	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
1)	10	unit	<b>Ergonomic secretarial chair with integrated lumbar for added support and comfort. With Polypropylene fabric and permanently placed arm rest. Actual DimensionS: 53.5 (l) x 61 (w) x 81-83 (h) cm Color: Dark Gray</b>		

**General Conditions:**

1. All entries must be typewritten or in print. (YOU MAY USE YOUR OWN LETTERHEAD IN SUBMITTING PRICE QUOTATION)
2. Price validity shall be for a period of 90 calendar days.
3. Indicate the reference number on SUBJECT LINE when sending email

**Please EMAIL your quotation to [pbdelacruz@up.edu.ph](mailto:pbdelacruz@up.edu.ph)**

Please quote at your government price (including VAT) and state the time within which you can make delivery. It will be appreciated if we can have your quotation in the office as soon as possible on or before the deadline stated herein.

**PRINCESS B. DE LA CRUZ**  
ADMIN OFFICER V  
Email Address: [pbdelacruz@up.edu.ph](mailto:pbdelacruz@up.edu.ph)