Republic of the Philippines

National Electrification Administration

#57 NIA Road, Brgy. Pinyahan, Diliman, Quezon City
Contact Nos: 8929-1909 loc. 3138 & 4111

REQUEST FOR QUOTATION

RFQ No.: **25-03-047**

Sirs/Mesdames:
Please quote your latest/lowest price for the items listed below and submit your **Signed Quotation**, preferably using this form or your company's letterhead to NEA, General Services Division or send to **procurement@nea.gov.ph** or call **8929-1909 loc. 4111 or 4142** on or before **05:00PM** of **26 March 2025.**

Please be informed that below procurement is subject to existing Government laws and regulations. As such, we would require the lowest complying supplier/bidder to submit the below documents which are necessary to effect awarding of contract.

Thank you.

JOEL C. SOMERA
Officer-In-Charge, General Services Division

REFERENCE: ***Purchase Request No.25-03-062/Date: March 6, 2025*** ***Requisitioner: HRAD-GSD***

Item No.	UOM	DESCRIPTION	QTY.	NEA	SUPPLIER'S QUOTE	
				UNIT COST / ABC	UNIT COST	TOTAL AMOUNT
1	ctrs.	**Procurement of Purified Drinking Water**	7,000	₱ 40.00		
		(5 gallons per container)				
		Note:				
		• Free fifteen (15) units of hot and cold dispensers, latest model				
		(if available)				
		• Monthly submission of Microbiological Test Certificate				
		• Semestral submission of Water Quality Test Results				
		Requirements for submission:				
		SIGNED quotation, preferably using this RFQ form or your company's				
		letterhead together with the following documents:				
		1) PhilGEPS Registration Number or Updated PhilGEPS Platinum;				
		2) Mayor's / Business Permit;				
		3) Certificate of Registration (BIR2303); and				
		4) Notarized Omnibus Sworn Statement				
		Note: *Please indicate the number of days the supplies/equipment/services to be delivered*				
		Mode of Procurement: Small Value Procurement (Sec. 53.9)			**TOTAL:**	
		Reference Number:				

Ramoncito P. Granados
Canvasser
March 21, 2025
Date

Signature over printed name with date

Name of Company and Contact No.