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.: **25-04-065**

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 **14 April 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.25-04-089/Date: April 4, 2025*** ***Requisitioner: FSD-FPCD***

Item No.	UOM	DESCRIPTION	QTY.	NEA	SUPPLIER'S QUOTE	
				UNIT COST / ABC	UNIT COST	TOTAL AMOUNT
		Procurement of the following:				
1	piece	Steel Filing Cabinet, 4-Drawers, Vertical	2	₱ 10,350.00		
		- Gauge #20				
		- Color: Enamel Light Gray Finish				
		- Automatic Cylinder Lock				
		- Built-in handle and card holder with clip type				
		divider				
2	unit	Steel Storage Rack, 5-layers with Back and Side	2	₱ 15,990.00		
		Cover				
		- 6 adjustable shelves				
		- Provided with three (3) stiffeners for sturdiness				
		- Solid iron steel angular posts				
		- Enamel Light Gray Finish				
		- Gauge #20				
		- Dimension: atleast 72" H x 36" W x 18" D				
		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 (before issuance of NOA)				
		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
April 8, 2025
Date

Signature over printed name with date

Name of Company and Contact No.