



REQUEST FOR QUOTATION

RFQ No. 2025-05-0108

May 27, 2025

The Overseas Workers Welfare Administration - RWO Caraga, through its Bids and Awards Committee (BAC) invites Suppliers/ Providers to quote your lowest price on the item/s listed below, subject to the General Conditions as stated herewith, and submit your quotation duly signed by your representative not later than **May 30, 2025.**

ANNETTE F. LOVETE
BAC Chairperson

Interested supplier/s is/are required to comply these General Conditions:

1. All entries must be **Hand Written/Typewritten**
2. Approve Budget of the Contract is **PHP 12,000.00 (Lump Sum)**
3. Delivery Period will **on or before June 05, 2025.**
4. Price Validity shall be for a **period of Thirty (30) Calendar Days**
5. Price shall be **Inclusive of VAT**
6. Warranty shall be for a period of Six (6) Months for Supplies & Materials, One (1) Year for Equipment, from date of Acceptance by the Procuring Entity

UNIT	ITEM & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
	Procurement of Tokens (for Local Chief Executives/PESO)			
	inclusion:			
set	1. Token - Set A	4		
	a. Bamboo Coffee Press			
	b. Glass Mug with Wooden Ribbon			
	c. Pouch with Coffee Powder			
	d. Box, Ribbon, and Tag			
set	2. Token - Set B	4		
	a. Tumbler with engrave print			
	b. Magic Mug			
	c. Shawl with Single Color Print			
	d. Box, Ribbon, and Tag			
	<i>Purpose:</i>			
	<i>Procurement of Tokens (for Local Chief Executives/PESO) in the conduct of Info-Caravan on Membership Promotion on June 07, 2025.</i>			
	*** Nothing Follows ***			
TOTAL QUOTATION IN FIGURES				

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Company Name : _____
Address : _____
TIN (VAT / NON-VAT) : _____
Office Tel. No.& Mobile No. : _____
Email Address : _____
Authorized Representative : _____
Signature : _____
Date Received : _____

Canvassed By:

LORELE A. ALDERITE
JO - Admin