

REPUBLIC OF THE PHILIPPINES
SMALL BUSINESS CORPORATION
Unit 410, 4thFloor, Landco Corporate Center, J.P. Laurel Avenue, Bajada, Davao City
Tel. No. 221-0858 or 221-1488

Name: _____

Address: _____

Contact Number: _____

Gentlemen,

Please quote hereunder your lowest possible price(s) for the following item(s) which is/ are urgently needed by this office it is requested that the quotation be sealed sign, or stamped in an envelope and submitted to the **Small Business Corporation**, Unit 410, 4th Floor, Landco Corporate Center, J.P. Laurel Avenue, Bajada, Davao City.

QTY	UNIT	ARTICLES	Approved Budget	PRICE
1	LOT/S	Supply of Materials and Installation of Glass Partition with Glass Doors, Dry Wall/ Board (Insulation Foam), Glass Enclosure of Server Box	P400,000	

Kindly attached the following documents:

1. Latest PHILGEPS Certificate
2. Latest Mayor's Permit

Terms and Condition:

1. Payments are shall be made upon completion of service required and are subject to withholding taxes
2. Goods/Services shall be immediately served within 30 days from the date of receipt of Purchase Order.

Early attention hereto will be appreciated.

Very truly yours,

LIAN PARADELA
ADMIN. ASSISTANT, MG

Small Business Corporation

Unit 410, 4th Floor, Landco Corporate Center, J.P. Laurel Avenue, Bajada, Davao City

Per your request, I/We have indicated the prices of the above mentioned article(s) on the UNIT PRICE above.

Signature of Dealer/Supplier