



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES  
AGANA, GUAM**



Date: 31 October 2024

**Request for Quotation  
Employee Daily Attendance Record Finger Scanner**

Sir/Madam:

Please submit your lowest price quotation for the following items individually described below, subject to the following conditions:

1. Quotations submitted to this office will be considered the final offer. In the event that the price is acceptable, a property accomplished and approved PURCHASE ORDER or JOB ORDER will be served to the supplier/contractor. The delivery date will be indicated in the Purchase/Job Order.
2. The Consulate hereby reserves the right to reject any/all offers and accept any/all offers it may consider most economical and advantageous to the Government.
3. Goods/Services supplied/delivered shall be subject to the usual inspection by the Consulate's duly authorized representative.
4. Payment will only be effective by strict compliance with the usual prescribed accounting and auditing requirements of the Philippine Government.

Submit your quotation using this form or on company letterhead duly signed by the company's authorized representative not later than 06 November 2024.

QTY.	UNIT	PARTICULARS	UNIT PRICE	TOTAL AMOUNT (INCLUSIVE OF TAXES, AND DELIVERY AND INSTALLATION COSTS)
	lot	Employee Daily Attendance Record Finger Scan for small office (20 employees)		

COMPANY NAME/SUPPLIER: \_\_\_\_\_  
 CONTACT PERSON: \_\_\_\_\_  
 ADDRESS AND TELEPHONE NO. \_\_\_\_\_

  
**ROMMEL S. CUISIA**  
 Canvasser