

To: Union Lend
Address:
RFQ ID:

Form 101 - Requests For Quotation

RFQ No: RFQ00006
OFFICE EXPENSES /
GPPA Reg. No. 88684001518
Date: September 27th, 2024

[GPPR 118(2)]

From: Gam Petroleum
Address: Brusubi | Kombo North | WCR | The Gambia
Authorized by: Procurement Officer
(signature)

NOTES:

- You are invited to submit quotation for goods as listed below:
- a. **THIS IS NOT AN ORDER.** Read the conditions and instructions on reverse before quoting.
 - b. Your quotation should indicate Final unit Prices which includes all applicable taxes, delivery charges, discounts charges etc.
 - c. **Supplier completes shaded sections only**
 - d. Return the original copy and retain the duplicate for your record.
 - e. This quotation should be submitted to (Any Company) before - Saturday, November 16th, 2024 at 12:00:00 AM

No.	Item Description	Measurement Unit	Qty	Evaluation Criteria	Unit Price (GMD)	Bid Price (GMD)	Remarks
1	Printer	Units	1		13000	13000	The best you can get
2	Scanner	Units	1		11200	11200	The best price
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
Official Use Only					Grand Total		

Supplier Signature		Opened By	Name	Designation
		5	Procurement Officer	Technical

Condition

- The General Conditions of Contract for the Procurement of Goods, works and services (obtainable from GPPA website [www._____](#)) apply to this transaction. This form properly submitted constitutes the agreement to supply or provide the goods or services shown at the prices and within the delivery period stated overleaf.
- The offer shall remain valid for 30 days from the closing date unless otherwise stipulated by the procuring Organisation.
- Procuring Organisation shall not be bound to accept the lowest or any other offer.

- Procuring Organisation reserves the right to accept any offer in part unless the contrary is stipulated by the candidate and is not bound to accept the lowest or highest bid.
- Samples of offers when required will be provided free and before the closing date of the quotation. If not destroyed during tests they will, upon request, be returned at the candidate's expense, or may be collected by the owner.

Instructions

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out corrections made and initialed by persons who are authorized to sign quotations.
2. Quote for each item separately, and in units as specified
3. This form must be signed by an authorized representative of the candidate and preferably it should also be rubber stamped.
4. Each quotation should be submitted separately in a plain sealed envelope with quotation number endorsed outside. Descriptive literature or samples of items offered may be forwarded with the quotation.
5. If you do not wish to quote, please endorse the reasons on this form and return it, otherwise your name may be deleted from the procuring Organisation's mailing list for the items listed hereon.
6. By quoting you confirm that you have not engaged in any corrupt practices relating to procurement and if found to have done so at any time you will be liable for the sanctions contained in the Gambia Public Procurement Authority Act, 2014.