**COST FORM**

**Micro Purchase**

**Computer Equipment**

**Community Development Block Grant – Disaster Recovery**

**Foundation for Puerto Rico**

**2021-MP-15**

|  |  |
| --- | --- |
| **Name of Supplier:** |       |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line Item** | **Quantity** | **Units** | **Unit Price** | **Total Price** |
| Laptops (Mac OS) | 2 | [EA] | $      | $      |
| Subtotal | N/A | N/A | N/A | $      |
| Tax | Percentage  | %      | $      | $      |
| **Total Quote**  |  |  |  | **$** |
| **Notes on Cost Form:**1. *Item prices must include any shipping or additional costs associated with the product.*
2. *Payment terms: This procurement process is funded by a CDBG-DR grant allocated by the U.S. Department of Housing and Urban Development (HUD), via the Puerto Rico Department of Housing (PRDOH). Payment of invoices for the goods and/or services rendered will be based on the reimbursement of funds to Foundation for Puerto Rico (FPR) from PRDOH.*
3. *Any changes in products must be previously authorized by FPR.*
4. *Only input information in the designated gray boxes*
 |

|  |  |  |
| --- | --- | --- |
|  |  |       |
| Supplier’s Authorized Representative Signature |  | Date |
|       |  |  |
| Supplier’s Authorized Representative Printed Name |  |  |