Republic of the Philippines
BULACAN STATE UNIVERSITY
City of Malolos, Bulacan
PROCUREMENT OFFICE

QUOTATION NO. 24-04-0374

REQUEST FOR QUOTATION

Tel./ Fax (044) 798-7755 | Email: procurement@bulsu.edu.ph

I. INSTRUCTIONS TO BIDDERS

1. Please indicate the following information in your bid
   a. Company name, Address, Contact No., TIN, E-Address and delivery Period
      Bank name and Account no.
   b. Bidder's offer/warranty period (technical specifications/ brand) per item
   c. Unit Price, Total Price and Total Amount
   d. Name of Bidder's Authorized Representative
   e. Signature and Date
2. All Mandatory *with asterisk (*)#4* must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/ disqualified.

Other Instruction and Terms and Conditions please see it at the back of this page.

Note: BulSU reserves the right to accept or reject any or all of the quotations to waive formally therein, or to accept quotation/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s

II. ELIGIBILITY AND OTHER REQUIREMENTS

Suppliers are required to submit the following documents simultaneous with submit of bid offer/s:

1. Valid and Current Mayor's / Business Permit
2. Valid and Current PhilGEPS Registration Certificate / Number
3. Income / Business Tax Return (for ABC's Above Php 500,000.00)
4. Omnibus Sworn Statement (for ABC's above Php 50,000.00)
5. Philippine Contractors Accreditation Board License (Insfrastructure)
6. Professional Liscense/Curriculum Vitae (Consulting Services)

III. TO BE FILLED BY PROCUREMENT PERSONNEL

DATE CREATED : APRIL 30, 2024
DEADLINE OF SUBMISSION : MAY 6, 2024
MODE OF PROCUREMENT : SHOPPING-Ordinary/Regular Office Supplies & Equipment [Sec. 52.1.b]

ENDUSER : CICT
PR. NO. : F-2024-04-0192
APPROVED BUDGET FOR THE CONTRACT: 54,000.00

PURPOSE: For International Educational Summit.

NO. (a)	QTY. (b)	UNIT (c)	GENERAL NAME OF THE ITEM (d)	REQUIRED ITEM SPECIFICATION (e)	UNIT COST (f)	BIDDER OFFERED SPECIFICATION (g)	QUOTED UNIT PRICE (h)	TOTAL QUOTED PRICE (b*h)
1	1,200	pcs		Eco Jute Tote Bag Plain Abaca 25x25x16cm				
			BY LOT					
			NOTE:					
			Please attach brochure and indicate days of delivery					
			Conduct a site inspection prior to submitting the quotation, for goods that require installation					
						TOTAL QUOTED AMOUNT		

IV. MANDATORY TO BE FILLED OUT BY BIDDER

COMPANY NAME/ BANK NAME* :
BANK ACCOUNT NO. :
ADDRESS* :
TAX ID NO.* :
CONTACT NO.* :
EMAIL ADDRESS* :
DELIVERY PERIOD* :

Bidders Declaration:

We have **"Read and Agreed with the instructions and Terms and Conditions"** stated in this quotation and **"Reviewed and Compiled"** with detailed specifications signed by duly authorized representative of our company.

Bidder's Authorized Representative (Printed Name and Signature) — Date

IV. SIGNATURE OF AUTHORIZED PERSONNEL

DATE OF CANVASS:

Canvassed by:

Buyer's Name and Signature — Date

Buyer's Name and Signature — Date

BY THE AUTHORITY OF THE PROCUREMENT OFFICE

ATTY. JEANETTE B. ESPLANA
Head of Procurement Office — Date: 4-30-24

BulSU-OP-PU-03F3
Revision: 2

ROIE 4.30.24