



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in	
COMPANY NAME:	Quotation No. 20-287-10
ADDRESS:	Purchase Request No. G-2020-10-0507
CONTACT No.	Purpose: For Documentation and Asset Management of each Regional Development Centers
TIN No.	ABC: 350,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of
EMAIL ADDRESS:	Purchase Order

INSTRUCTIONS TO SUPPLIERS:

1. Please quote your lowest price on the item/s listed below comprising the necessary taxes.

2. It is mandatory to indicate the brand and/or model of the items being offered and to attach a brochure thereof whenever applicable.

3. Indicate the warranty period in cases of equipment or whenever applicable.

4. Forthwith submit the accomplished quotation duly signed by your representative.

5. Suppliers are required and mandated to attach and submit the following documentary requirements:
a) Valid Mayor's/ Business Permit; b) BIR Certificate of Registration; c) Authority to Print Receipt; d) DTI/SEC Registration; e) PhilGEPS Membership Certificate; and f) PCAB License in cases of Infrastructure projects.

6. All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	1D 2D QR Wireless Barcode Scanner, 2-in-1 2.4G Dongle Wireless & USB Wired, CCD PDF417 Data Matrix Handheld Bar Code Reader for Windows PC Laptop Desktop SPECIFICATIONS: 1. Support 2.4G dongle wireless & USB wired two types of connection ways. 2. 16MB Large capacity storage. Under off-line scanning mode can store barcodes more than 100000pcs. 3. Support instant upload mode and storage mode two types of upload mode. 4. Work with Desktop & Laptop, Support windows xp/7/8/10, Mac OS, Linux etc operating system. 5. 1200mAh rechargeable battery can use up to 10H continuous scanning time, only need 4H to charge. 6. Support instant upload mode & storage mode. Package includes: 1. Barcode Scanner 2. USB cable for Charging and Wired Mode 3. USB Dongle 4. Manual	56 unit			
2	PAPER CUTTER A3 WOOD (15"X18") -Paper Adjuster Included -Easy adjustment for cutting into desired sizes -Auto-paper pressing bar -Capable paper for precise and easy cutting -Paper Size Indicator -Lock mechanism -Material: Wood	20 unit			
3	8-inch Stainless Steel All Purpose Scissors	56 unit			
4	TABLETOP TAPE DISPENSER Dual Core (1 and 3 inches) Suitable for the tape width within 18mm and 24mm	20 unit			
(Pages 1 of 2)					

Accomplished by:	By the authority of the University President.
<div>Supplier's Representative (Print name and Signature)</div>	<div>Assoc. Prof. JOSEPH ROY F. CELESTINO BAC Chairman</div>
Date Accomplished : _____	Canvassed by:
	<div>Name and Signature</div>

BulSU-OP-PU-03F3
Revision: 1
MCS-10-29-20



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

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ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
5	PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box	56 unit			
6	PUNCHER, paper, heavy duty, with three hole guide, 1 piece in individual box	19 unit			
7	Heavy Duty Laminating Machine for A3 and A4 Infrared heating system and adjustable temperature control with overheating protection.	16 unit			
8	Full Steel Durable Comb Ring Binder Machine Selectable Pins 21 Adjustable Punch Release Pins Adjustable Edge Guide Documents Adjustable Margin Control Punching up to 18 sheets 70gsm at a time Maximum paper size A4 (297mm) Binding up to 380 sheets A4 paper With special strong steel punching handle Punch & Bind Continuously For Maximum Productivity	16 unit			
	Please attach brochure or sample picture of the				
	said item/s				
	(Pages 2 of 2)				

Accomplished by:

By the authority of the University President.

Supplier's Representative
(Print name and Signature)

Assoc. Prof. JOSEPH ROY F. CELESTINO
BAC Chairman

Date Accomplished : _____

Canvassed by:

Name and Signature

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