

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

REQUEST FOR OUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in			
COMPANY NAME:	Quotation No. 20-289-10		
ADDRESS:	Purchase Request No. G-2020-10-0514		
CONTACT No.	Purpose: For office use		
TIN No.	ABC: 15,000.00		
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of Purchase		
EMAIL ADDRESS:	Order		

INSTRUCTIONS TO SUPPLIERS:

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

It is mandatory to indicate the brand and/or model of the items being offered and to attach a brochure thereof whenever applicable.
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	OFFICE TABLE W/ TOP GLASS	1 pc				
	SPECIFICATIONS:					
	Size: 54"x30"					
	Type: Malaysian Wood					
	2 Drawers (left side)					
	2 drawers (right side)					
	1 drawer (center)					
Accomplis	hed by:]	By the authority of the Uni	versity President.	/	
	Supplier's Representative		Assoc. Prof. JOSEPH ROY F. CELESTINO			
(Print name and Signature)		-	BAC Chairman			
	ate Accomplished :		Canvassed by:			

Name and Signature