

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

## REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

**Mandatory to fill in**					
COMPANY NAME: Quotation No. 23-05-227					
CONTACT No.	Purchase Request No. F-2023-05-0129				
Address:	Purpose: For 82nd Commencement Exercises / Committee on Safety and Security				
TIN No.	ABC: 33,300.00				
PhilGEPS Registration No. EMAIL ADDRESS:	Please indicate days of delivery: Calendar Days upon receipt of 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; and d) PhilGEPS Membership Certificate

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

ITEM NO.	<b>ITEM &amp; SPECIFICATION</b>	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	ID HOLDER SET WITH RED LACE	700 pcs			
	ID Card case transparent hard card holder				
	Size: Approx. 91mm x 128mm (W,L)				
2	Stainless Steel Ruler, 12" (300mm)	2 pcs			
3	Stainless Steel Retractable Utility Knife, Large	2 pcs			
	(Paper Cutter)				
4	PVC Cutting Mat/Cutting Pad Patchwork Cut Pad	2 pcs			
	A3: 45cm x 30cm				
5	Ink Cart, epson 003, black	1 pc			
	BY LOT				
	NOTE: Please attach brochure and indicate days				
	of delivery				

Accomplished by:

**Supplier's Representative** (Print name and Signature)

By the authority of the University President.

fm Ċ DR. DOLLY P. MAROMA

BAC Chairman

Date Accomplished : \_

Canvassed by:

Name and Signature

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