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

Standard Form Number: SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Price Quotation

Date: 8/20/2018

Quotation No. 18-389-08
Purchase Request No. G08-610-18
Purpose: Procurement of office supplies of various offices and colleges use.
ABC 605,670.00
PHILGEPS Ref. No. _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, ***stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 3 days upon receipt of this quotation.***

Please indicate the brand & model on the column provided. Brochure/literature is a requirement.Specify also the warranty period(for equipment).Pls.attached certification of distributorship/dealership from the manufacturer(for equipment)

ISABELITA C. BENEDICTOS
Chairman, BAC (Goods)

ITEM NO.	ITEM & DESCRIPTION	BRAND & MODEL	QTY./UNIT	UNIT PRICE	TOTAL PRICE
1	TONER CART, HP CE285A (HP85A), BLACK		182/cart		
2	PARCHMENT PAPER , A4 SIZE, 80GSM, 100 SHEETS PER PACK		134/pack		
3	INDEX TAB, self-adhesive, 5set/box, assorted colors		136/box		
4	GLUE, all purpose, 300 grams min.		114/bottle		
5	CUTTER BLADE, heavy duty cutter, 10 pieces per tube		48/tube		
6	CUTTER KNIFE, heavy duty		49/piece		
7	MARKER, flourescent, 3 colors/set		12/set		
	NOTE: "all items must be of high quality, sub standard and poor quality shall not be accepted"				
	Note: Delivery Place at BSU Supply Office				
	Please contact/ advise Ms. Matilde Paulino at (044) 919-7800 local 1056 two (2)				
	days before the delivery period.				

i. a.) Brochures with Specifications of the product
b.) Please Attach Philgephs Registration

ii. Warranty
a.) Supplies & Materials = 3 months
b.) Equipment = 1 year
c.) outright replacement if found defective

iii. Delivery period from receipt of Purchase Order 7 days
*Subject to gov't creditable/ with holding tax
*All items must conform with PNS/Global Mark/ ICC standard
*Sub standard items shall not be accepted

c.) Please Attach the ff:
***DTI / SEC Registration**
*** BIR (Certificate of Registration; Authority to Print**
*** Mayor's / Business Permit**
*** PhilGEPS Registration**

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

VAT Registered : _____
NON-VAT Registered : _____

Accepts check on gov't terms : _____