



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

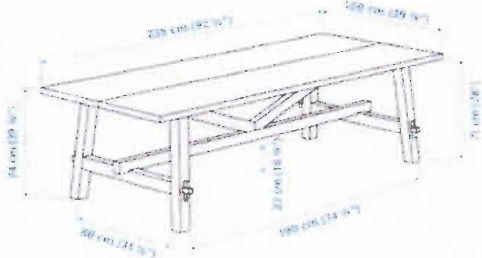
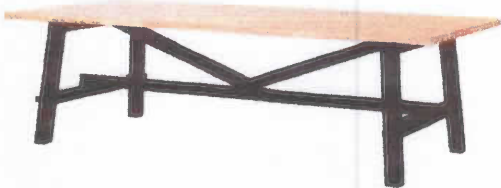

**\*\*Mandatory to fill in\*\***

COMPANY NAME:	Quotation No. 23-09-622
CONTACT No.	Purchase Request No. G-2023-09-0863
Address:	Purpose: For Bulsu E-Lib
TIN No.	ABC: 200,000.00
PhilGEPS Registration No.	Please indicate days of delivery: _____ Calendar Days
EMAIL ADDRESS:	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;    d) PhilGEPS Membership Certificate    and    e) Omnibus Sworn Statement
6. All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

Pls. fill up this blank Space

ITEM NO.	ITEM & SPECIFICATION	QTY UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	Rectangular Reading Table, 6 seater Table Top: Solid acacia wood, clear acrylic lacquer Table Top Thickness: 3.5 cm Leg/Rail: Solid acacia wood, acrylic paint Measurement: Length: 235cm x Width: 100cm x Height: 73cm Color: Rich brown color and distinctive grain pattern (see attached picture) Table legs thickness: 2 inches x 1.5 inches.	4 pcs			
					
					
	NOTE: Please attach brochure and indicate days of delivery				

Accomplished by:

Supplier's Representative  
(Print name and Signature)

Date Accomplished : \_\_\_\_\_

By the authority of the University President.

DR. CECILIA A. GERONIMO  
BAC Chairperson

Canvassed by:

\_\_\_\_\_  
Name and Signature