



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

QUOTATION NO. 24-04-0252

REQUEST FOR QUOTATION

Tel./ Fax (044) 798-7755 | Email: procurement@bulsu.edu.ph

I. INSTRUCTIONS TO BIDDERS

1. Please indicate the following information in your bid
- a. Company name, Address, Contact No., TIN, E-Address and delivery Period
Bank name and Account no.
- b. Bidder's offer/ warranty period (technical specifications/ brand) per item
2. All Mandatory *with asterisk (*)*#4 must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/ disqualified.
- Other Instruction and Terms and Conditions please see it at the back of this page.
- c. Unit Price, Total Price and Total Amount
- d. Name of Bidder's Authorized Representative
- e. Signature and Date

Note: BulSU reserves the right to accept or reject any or all of the quotations to waive formally therein, or to accept quotation/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s

II. ELIGIBILITY AND OTHER REQUIREMENTS

Suppliers are required to submit the following documents simultaneous with submit of bid offer/s:

1. Valid and Current Mayor's / Business Permit
2. Valid and Current PhilGEPS Registration Certificate / Number
3. Income / Business Tax Return (for ABC's Above Php 500,000.00)
4. Omnibus Sworn Statement (for ABC's above Php 50,000.00)
5. Philippine Contractors Accreditation Board License (Infrastructure)
6. Professional Liscense/ Curriculum Vitae (Consulting Services)

III. TO BE FILLED BY PROCUREMENT PERSONNEL

DATE CREATED : APRIL 3, 2024

DEADLINE OF SUBMISSION : APRIL 8, 2024

MODE OF PROCUREMENT : SHOPPING-Ordinary/Regular Office Supplies & Equipment [Sec. 52.1.b]

ENDUSER : BUSTOS CAMPUS

PR. NO. : G-2024-03-0372

APPROVED BUDGET FOR THE CONTRACT: 90,017.00

PURPOSE: FOR JANITORIAL SERVICES USE FOR BULSU BUSTOS CAMPUS FROM FEBRUARY TO MARCH 2024.

NO.	QTY.	UNIT	GENERAL NAME OF THE ITEM	REQUIRED ITEM SPECIFICATION	UNIT COST	BIDDER OFFERED SPECIFICATION	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(b*h)
1	2	pcs		Buggy- Heavy duty, size big				
2	1	pc		Grass Cutter 4 stroke (Honda Model)				
3	1	pc		Aluminum folding ladder 20 ft				
4	4	pcs		Mop Squeezer, yellow				
5	1	pc		Vacuum cleaner, wet & dry (1400w) black decker model				
6	18	bundle		garbage bag, XL (100 pcs per bundle)				
7	20	pcs		Softbroom (walis tambo)				
8	10	pcs		Soft stick (walis tingitng)				
9	32	gallon		Bleach for disinfection and cleaning, 4 liters per gallon				
10	20	pcs		Doormat				
11	24	pcs		Toilet brush with handle plastic				
12	12	pcs		Mop handle, heavy duty aluminum, screw type.				
13	24	pcs		Mop head, 400 grms weight				
14	20	pcs		Toilet bowl pump ordinary/heavy duty				
15	50	kilo		detergent powder soap, 1 kilo per pack				
16	20	can		Lysol disinfectant spray, aerosol type				
17	4	gallon		Liquid hand soap with anti-bacteria (4 liter per gallon)				
18	9	pcs		Furniture polish for wood				
			BY LOT					
			NOTE:					
			Please attach brochure and indicate days of delivery					
			Conduct a site inspection prior to submitting the quotation, for goods that require installation					

TOTAL QUOTED AMOUNT

IV. MANDATORY TO BE FILLED OUT BY BIDDER

COMPANY NAME/

BANK NAME* :

BANK ACCOUNT NO. :

ADDRESS* :

TAX ID NO.* :

CONTACT NO.* :

EMAIL ADDRESS* :

DELIVERY PERIOD* :

Bidders Declaration:

We have "Read and Agreed with the instructions and Terms and Conditions" stated in this quotation and "Reviewed and Compiled" with detailed specifications signed by duly authorized representative of our company.

Bidder's Authorized Representative

(Printed Name and Signature)

Date

BulSU-OP-PU-03F3
Revision: 2

ROIE 4.3.24

IV. SIGNATURE OF AUTHORIZED PERSONNEL

DATE OF CANVASS: _____

Canvassed by:

Buyer's Name and Signature

Date

Buyer's Name and Signature

Date

BY THE AUTHORITY OF THE PROCUREMENT OFFICE

ATTY. JEANNETTE B. ESPLANA
Head of Procurement Office

4-3-24
Date