

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. 20-217-09
ADDRESS:	Purchase Request No. G-2020-09-0407
CONTACT No.	Purpose: For office use
TIN No.	ABC: 28,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of
EMAIL ADDRESS:	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) DTI Registration; e) PhilGEPS Membership Certificate; and f) PCAB License in cases of Infrastructure projects. d) DTI/SEC

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	Steel Filing Cabinet - 4 Drawers Vertical	2 units			
	All Steel, 4 Layer Filing Cabinet				
	w/ lock each drawer is equipped w/				
	sliding type file divider, steel roller				
	bearing gliding smoothly on a				
	detachable steel rating w/ aluminum				
	card holder				
	Color: Gray Guage, painted in plane powdered coated				
	Gauge #18				

Accomplished by:

Supplier's Representative (Print name and Signature) By the authority of the University President.

Æ Assoc. Prof. JOSEPH ROY F. CELESTINO

BAC Chairman

Canvassed by:

Date Accomplished : _

BulSU-OP-PU-03F3 Revision: 1 JAM/9-18-20

Name and Signature