

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

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

**Mandatory to fill in**	
COMPANY NAME:	Quotation No. 21-335-08
ADDRESS:	Purchase Request No. G-2021-08-0556
CONTACT No.	Purpose: For office use and replacement for old office chair
TIN No.	ABC: 15,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of Purchase
EMAIL ADDRESS:	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: a) DTI/SEC

TEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	ERGONOMIC OFFICE CHAIR	5pcs			
	Staff Chair Mid Back Office Chair				
	SPECIFICATIONS (WDH): 650mm x 650 mm x 870mm				
	Height Adjustable up to: 940mm				
	Back Rest: Mesh Fabric in Nylon Fiberglass Frame is				
	Seat: Density Mold Foam Cushion Fabric Seat				
	Armrest: PU adjustable				
	With tilting mechanism				
	Base: Aluminum Star Base				
	Casters: Floor-safe PU Casters				
	Available Colos: Black				
	Weight Capacity: 120kg				
	Wolght Supusity. 125kg				
	WARRANTY:				
	1 YEAR SERVICE WARRANTY				
	Please attach brochure and indicate days of				
	delivery				
Accomplis	hed by:		By the authority of the Universit		
Supplier's Representative			DR. DOLLY P. MAROMA		
	(Print name and Signature)			AC Chairman	
	mplished :		Canvassed by:		

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