

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. 21-445-11
ADDRESS:	Purchase Request No. G-2021-11-0766
CONTACT No.	Purpose: For the end-year planning workshop
TIN No.	ABC: 13,500.00
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; d) DTI/SEC Registration; e) PhilGEPS Membership Certificate; and f) PCAB License in cases of Infrastructure projects.
 6. All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

TEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	MINI DESK CALENDAR	90 pcs			
	Specification:				
	Personalized Calendar				
	Printed in full color				
	made of durable resin				
	size:				
	3.40" x 2.10" (8.5cm x 5.5cm)				
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	SANJAKY 2022 SANJ				
	Sender S				
	Note: Please attach brochure or sampl picture if any	e			

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Note: Please attach brochure or sample picture if any				
Accomplished by: Supplier's Representative	By the authority of the University President. DR. DOLLY P. MAROMA			
(Print name and Signature)	BAC Chairman			
Date Accomplished :	Canvassed by:			
BulSU-OP-PU-03F3 Revision: 1	Name and Signature			
MCS 11/17/2021				