



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. 22-05-238
CONTACT No.	Purchase Request No. G-2022-04-0324
Address:	Purpose: For University Wide 2nd Quarter
TIN No.	ABC: 190,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of Purchase Order
EMAIL ADDRESS:	

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**.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	Paper Multicopy, 80gsm, size: 216mm x 330mm (Legal)	1000 ream			
	NOTE: Please attach brochure and indicate days of delivery				

<p>Accomplished by: _____</p> <p style="text-align: center;">Supplier's Representative (Print name and Signature)</p> <p>Date Accomplished : _____</p>	<p style="text-align: center;">By the authority of the University President.</p> <p style="text-align: center;"> DR. DOLLY P. MAROMA BAC Chairman </p> <p>Canvassed by: _____</p> <p style="text-align: center;">Name and Signature</p>
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