



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. 22-06-383                                                |
| CONTACT No.               | Purchase Request No. G-2022-06-0543                                    |
| Address:                  | Purpose: For studio video operation and laboratory modernization       |
| TIN No.                   | ABC: 3,000.00                                                          |
| PhilGEPS Registration No. | Delivery Period: <b>7 Calendar</b> 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; and d) PhilGEPS Membership Certificate**
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                                                                 | SD CARD READER<br>USB 3.0<br>Supports SD/SDHC & microSD/SDHC/SDXC<br>High speed transfer<br>(up to 5 Gb/s Data Transfer Speed) | 3 pcs    |                       |            |             |
| 2                                                                 | USB HUB<br>USB 3.0<br>4 PORTS (or higher)                                                                                      | 1 pc     |                       |            |             |
| 3                                                                 | SD CARD STORAGE/ CASE<br>10 SLOTS (or higher)<br>Water resistant                                                               | 1 pc     |                       |            |             |
| 4                                                                 | VELCRO TAPE<br>5m long<br>16mm                                                                                                 | 1 pc     |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
|                                                                   |                                                                                                                                |          |                       |            |             |
| <b>NOTE: Please attach brochure and indicate days of delivery</b> |                                                                                                                                |          |                       |            |             |

Accomplished by: \_\_\_\_\_  
 \_\_\_\_\_  
 Supplier's Representative  
 (Print name and Signature)

Date Accomplished : \_\_\_\_\_

By the authority of the University President.

DR. DOLLY P. MAROMA  
 BAC Chairman

Canvassed by: \_\_\_\_\_  
 \_\_\_\_\_  
 Name and Signature