



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. 22-07-443
CONTACT No.	Purchase Request No. F-2022-07-0348
Address:	Purpose: Ika-81 Pangkalahatang Pagtatapos 2022
TIN No.	ABC: 11,000.00
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; 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	Printing of Program (Graduation)	200 pcs			
	Ika-81 Pangkalahatang Pagtatapos 2022				
	8.5x5.5				
	Bookpaper #60				
	Kromekote 189				
	Inside Black Ink				
	Cover Colored				
	NOTE: Please attach brochure and indicate days of delivery				

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