



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

****Mandatory to fill in****

COMPANY NAME:	Quotation No. 22-07-454
CONTACT No.	Purchase Request No. G-2022-07-0619
Address:	Purpose: For replacement of Broken Bearings (Push Cart)
TIN No.	ABC: 6,000.00
PhilGEPS Registration No. EMAIL ADDRESS:	Delivery Period: 7 Calendar Days upon receipt of Purchase 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; 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	Push Cart Bearing	24 pcs			
NOTE: Please attach brochure and indicate days of delivery					

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

By the authority of the University President.

DR. DOLLY P. MAROMA
 BAC Chairman

Date Accomplished : _____

Canvassed by: _____
 Name and Signature