

Republic of the Philippines BULACAN STATE UNIVERSITY City of Malolos, Bulacan

REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

REQUEST FOR QUOTATION FOR	THE PROCUREMENT OF GOODS AND SERVICES	
Mandatory to fill in		
COMPANY NAME:	Quotation No. 22-07-459	
CONTACT No.	Purchase Request No. G-2022-07-0655	
Address:	Purpose: For office use	
TIN No.	ABC: 20,155.50	
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	ow 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 v	whenever applicable.	
4. Forthwith submit the accomplished quotation duly sign	ned by your representative.	

Membership Certificate
6. All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

a) Valid Mayor's/Business Permit; b) BIR Certificate of Registration; c) Authority to Print Receipt; and d) PhilGEPS

5. Suppliers are required and mandated to attach and submit the following documentary requirements:

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	Canon PGBK 750 Black (Big)	20 cart			
2	Index Tab	50 box			
	BY LOT				
	NOTE: Please attach brochure and indicate days				
	of delivery				

By the authority of the University President.

Canvassed by:

DR. DOLLY P. MAROMA

BAC Chairman

Name and Signature

BulSU-OP-PU-03F
Revision: 1

JAM 7-20-2022

Date Accomplished:_

Accomplished by:

Supplier's Representative (Print name and Signature)