



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in	
COMPANY NAME:	Quotation No. 22-09-640
CONTACT No.	Purchase Request No. G-2022-09-0903
Address:	Purpose: Posting of signages on COVID 19 health and safety measures for the upcoming Face 2 Face classes.
TIN No.	ABC: 1,066.00
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	Tarp size 2ft x 1.5 ft (BulSu Infirmary)	2 pcs			
2	Tarp size 1.5 ft x 1ft (Registrar, Guidance, Faculty, Dean's, Library)	5 pcs			
3	Tarp size 1ft x 1ft (keep your hand clean)	10 pcs			
4	Tarp size 1.5ft x 1ft (Entrance and Exit)	2 pcs			
5	Tarp size 1.5ft x 1ft (Triage)	3 pcs			
6	Tarp size 1.5ft x 1ft (Hand Wash Station)	3 pcs			
7	Tarp size 1.5ft x 1ft (Waste Disposal Area)	4 pcs			
8	Tarp size 1.25ft x 0.75ft (Proper Handwashin Step)	12 pcs			
9	Tarp size 1.25ft x 0.75ft (Window 1 and Window 2)	2 pcs			
10	Tarp size 1.25ft x 0.75ft (Entrance and Exit)	2 pcs			
	BY LOT				
	NOTE: Please attach brochure and indicate days of delivery				

Accomplished by:	By the authority of the University President.
	<div>DR. DOLLY P. MAROMA</div> <div>BAC Chairman</div>
Supplier's Representative (Print name and Signature)	Canvassed by:
Date Accomplished : _____	
	Name and Signature
BulSU-OP-PU-03F3 Revision: 1	