







REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

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

COMPANY NAME:	Quotation No. 22-10-725
CONTACT No.	Purchase Request No. G-2022-10-1024
Address:	Purpose: For BulSU E-Library Use
TIN No.	ABC: 75,000.00
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; d) PhilGEPS Membership Certificate and e) Omnibus Sworn Statement**
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	Bean Bag (With filling beads)	15 pcs			
	1. Specification:				
	* Material: PU Leather				
	* Colors: Grey / Blue / Khaki / Yellow / Purple / Brown / Red / Green / Black				
	* Filling: EPS beads				
	* Dimensions: 100x110cm / 110x120cm				
	2. Features:				
	* The appearance of PU leather shows high-grade texture;				
	Environmentally friendly particle filling, fits the curve of the human body, waterproof, easy to take care of, soft and comfortable; lights skin feeling;				
	no exposure to the sun				
					
					
	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