

## REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

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

COMPANY NAME:	Quotation No. 22-11-750
CONTACT No.	Purchase Request No. F-2022-10-0512
Address:	Purpose: FOR UNIVERSITY HOSTEL MAIN USE
TIN No.	ABC: 80,000.00
PhilGEPS Registration No.	Delivery Period: <b>7 Calendar</b> 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	<b>12KG FULLY AUTO WASHER 360 DEGREE TUMBLE MOTION</b> 12kg Fully Automatic Washer 360 degree Tumble Motion Built-in Heater Catalytic Soak H2Low Shower ECO Spray Quiet Comfort Technology Automatic Softener Dispenser Auto Tub Clean Tempered Glass Lid	2 unit			
	<b>NOTE: Please attach brochure and indicate days of delivery</b>				

**Accomplished by:**

By the authority of the University President.

**Supplier's Representative**  
(Print name and Signature)

**DR. DOLLY P. MAROMA**  
BAC Chairman

Date Accomplished : \_\_\_\_\_

**Canvassed by:**

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Name and Signature