



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

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

COMPANY NAME:	Quotation No. 23-03-065
CONTACT No.	Purchase Request No. G-2023-03-0131
Address:	Purpose: For car aircon cleaning of Campus Service - Toyota Sedan
TIN No.	ABC: 6,000.00
PhilGEPS Registration No.	Delivery Period: <b>7 Calendar</b> Days upon receipt of Purchase Order
EMAIL ADDRESS:	

**INSTRUCTIONS TO SUPPLIERS:**

- Please **quote your lowest price** on the item/s listed below **comprising the necessary taxes**.
- It is mandatory to **indicate the brand and/or model** of the items being offered and to **attach a brochure** thereof whenever applicable
- Indicate the **warranty period** in cases of equipment or whenever applicable.
- Forthwith submit the accomplished quotation **duly signed by your representative**.
- 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**
- 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	Car Aircon Cleaning BulSU Vehicle 896SF6	1 lot			
	<b>NOTE: Please attach brochure and indicate days of delivery</b>				

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