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

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

| **Mandatory to fill in** | |
|---|---|
| COMPANY NAME: | Quotation No. 23-04-146 |
| CONTACT No. | Purchase Request No. G-2023-04-0246 |
| Address: | Purpose: For coastal clean-up |
| TIN No. | ABC: 15,000.00 |
| PhilGEPS Registration No. | Please indicate days of delivery: _____ **Calendar Days** |
| EMAIL ADDRESS: | **upon receipt of Purchase Order** |

# 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 | Sack<br>25Kg capacity | 50 pcs | | | |
| 2 | Broom Stick<br>Standard Size<br>Thick Strands<br>"Tingting" | 5 pcs | | | |
| 3 | Dustpan<br>Plastic Material<br>Any Color<br>Standard Size | 5 pcs | | | |
| 4 | Garden Gloves<br>Rubber<br>Any Color<br>Standard Size | 50 pair | | | |
| 5 | Trash Picker<br>Length: Aprrox. 95cm | 10 pcs | | | |
| 6 | Shovel<br>Round-point shovel type<br>Standard Size | 5 pcs | | | |
| 7 | Rake<br>With Steel Handle<br>14 teeth<br>Standard Size | 5 pcs | | | |
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| | **BY LOT** | | | | |
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| | **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

**BulSU-OP-PU-03F3**
**Revision: 1**

JAM 4-19-2023