

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. 23-05-252			
CONTACT No.	Purchase Request No. F-2023-05-0150			
Address:	Purpose: Office Equipments/Materials			
TIN No.	ABC: 22,557.00			
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	3 in 1 Colored Printer	3 units			
	Specification: Printing Method Ink Technology: Manufacturer standard Printing Resolution: 720 x 720 DPI or higher Print Printing Speed ISO/IEC 24734: 8.5 pages/min Monochrome, 4.5 pages/min Colour Colours: Black, Cyan, Yellow, Magenta Paper / Media Handling Number of paper trays: 1 Paper Formats: Legal, User defined, Letter, A4 Duplex: Manual Multifunction: 50 Sheets Standard Media Handling: Manual duplex General Supply Voltage: AC 100 V - 240 V Compatible Operating Systems: Mac OS 10.5+, Windows 10, Windows 7, Windows 8, Windows Vista, Windows XP Interfaces: USB Power Supply: 100V, 110V, 220V, 240V Warranty: Minimum of 1 year				
NOTE: Please attach brod of delivery					
	NOTE: Please attach brochure and indicate days of delivery				

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of delivery						
Accomplished by:			By the authority of the University President.			
Supplier's Representative			DR. DOLLY P. MAROMA			
(Print name and Signature)			BAC Chairman			
Date Accomplished :			Canvassed by:			
			Name and Signature			
BulSU-OP-F	PU-03F3					
Revision: 1						
JAM 5-18-2023	l .					