

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					
Quotation No. 23-05-258					
Purchase Request No. I-2023-05-0070					
Purpose: For Certificates of Awards of Gold Gear 2022 (AY 2021-2022)					
ABC: 4,250.00					
Please indicate days of delivery: <u>Calendar Days</u> 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	Special Paper; A4; 200 GSM; 10 pcs per pack; white or cream	85 pack			
	NOTE: Please attach brochure and indicate days of delivery				
			l		
Accomplished by: By the authority of the University President.					

Supplier's Representative (Print name and Signature) DR. DOLLY P. MAROMA

BAC Chairman

Canvassed by:

Date Accomplished : _

BulSU-OP-PU-03F3 Revision: 1 Name and Signature