



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. 23-05-263
CONTACT No.	Purchase Request No. G-2023-05-0381
Address:	Purpose: For office use
TIN No.	ABC: 2,000.00
PhilGEPS Registration No.	Please indicate days of delivery: _____ Calendar 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; 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	Stamping Machine	1 pc			
	Specifications:				
	Height: 1.5 inches				
	Width: 3 inches				
	NOTE: Please attach brochure and indicate days of delivery				

Accomplished by: _____
 Supplier's Representative
 (Print name and Signature)

By the authority of the University President.

DR. DOLLY P. MAROMA
 BAC Chairman

Date Accomplished : _____

Canvassed by: _____
 Name and Signature