



REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

Mandatory to fill in	
COMPANY NAME:	Quotation No. 23-05-078
CONTACT No.	Purchase Request No. I-2023-05-0087
Address:	Purpose: FOR THE PHYSICAL ARRANGEMENT OF GRADUATION JUNE 19-23, 2023
TIN No.	ABC: 125,400.00
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; d) PhilGEPS Membership Certificate and e) Omnibus Sworn Statement
- 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	Rental of monoblock chair with white cover - 1,400 per day June 19, 2023: 9:00 AM & 2:00 PM June 20, 2023: 9:00 AM & 2:00 PM June 21, 2023: 9:00 AM & 2:00 PM Venue: KB Gym	1 lot			
2	Rental of monoblock chair with white cover - 1,000 per day June 22, 2023: 9:00 AM & 2:00 PM June 23, 2023: 9:00 AM & 2:00 PM Venue: Valencia Hall	1 lot			
3	Rental of red carpet (30 meters per day) June 22, 2023: 9:00 AM & 2:00 PM June 23, 2023: 9:00 AM & 2:00 PM Venue: Valencia Hall	1 lot			
	BY LOT				
	NOTE: Please attach brochure and indicate days of delivery				

Accomplished by:	By the authority of the University President.
Supplier's Representative (Print name and Signature)	DR. DOLLY P. MAROMA BAC Chairman
Date Accomplished : _____	Canvassed by:
	Name and Signature