

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. 23-06-325
CONTACT No.	Purchase Request No. G-2023-06-0475
Address:	Purpose: For office staff use
TIN No.	ABC: 5,000.00
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	MICROWAVE	1 unit				
	20-Liter Capacity					
	Defrost Function					
	Stainless Steel Body and Cavity					
	One Touch Options					
	Child Safety Lock					
	Sensor Cook: Yes					
	Power: 900W					
	Easy Clean Cavity: Yes					
	With Timer					
	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:

BulSU-OP-PU-03F3 Revision: 1

JAM 6-21-2023

Name and Signature