


<b>**Mandatory to fill in**</b>	
<b>COMPANY NAME:</b>	Quotation No. 23-09-593
<b>CONTACT No.</b>	Purchase Request No. G-2023-09-0902
<b>Address:</b>	Purpose: for Additional Installation of Lightning Fixture in VPAF Office
<b>TIN No.</b>	ABC: 8,000.00
<b>PhilGEPS Registration No.</b>	Please indicate days of delivery: _____ Calendar Days
<b>EMAIL ADDRESS:</b>	upon receipt of Purchase Order

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**.

[illegible]

By the authority of the University President:

  
DR. CECILIA A. GERONIMO  
BAC Chairperson

Canvassed by: \_\_\_\_\_

\_\_\_\_\_  
Name and Signature