

Republic of the Philippines BULACAN STATE UNIVERSITY City of Malolos, Bulacan

REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

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Mandato	ory to fill in				
			Quotation No. 23-10-655		
			Purchase Request No. G-2023-09-0944		
Address:			Purpose: Implementation of ESO BUHAI Program		
TIN No.			ABC: 171,000.00		
			Please indicate days of delivery: Calendar Days		
			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; 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	Binding Machine, Heavy Duty Binding Machine for medium to large office use, punches up to 20 sheets at a time	9 unit			
	Laminating Machine, Heavy Duty A4 Laminator 13" 4 rollers, preheating time 4-5min, A3 size, reverser/forward function with additional manual function (anti brownout) and cold mounting; One year warranty	9 unit			
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	BY LOT				
	NOTE: Please attach brochure and indicate days				
	of delivery				
Accomplis	Supplier's Representative	By the authority of the University President. DR. CECILIA A-GERONIMO			
(Print name and Signature) Date Accomplished:			BAC Chairperson Canvassed by:		
			Mar	ne and Signatur	P

Revision: 1 RON 10.3.23

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