

## 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.23-10-804		
CONTACT No.	Purchase Request No. G-2023-10-1150		
Address:	Purpose: For Preventive Maintenance Km Check Up of University Vehicle, Mitsubishi Fuso (B4 P866)		
TIN No.	ABC: 25,732.00		
PhilGEPS Registration No.	Please indicate days of delivery: Calendar Days		
EMAIL ADDRESS:	upon receipt of Purchase Order		

pls. fill up this

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## **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	Heavy Duty Oil	2 gallon			
2	Heavy Duty Oil	1 liter			
3	Oil Filter	1 piece			
4	Engine Flush	2 Unit			
5	Engine Treatment	1 Unit			
6	Pad sticker	1 Unit			
7	Drain Plug Washer	1 Unit			
8	Windshield Washer	1 Unit			
9	Brake Cleaner	4 Unit			
10	Fuel Filter	1 piece			
11	Heavy Duty High Temp Grease	2 Unit			
12	Coolant	2 gallo			
13	Horn	1 piece			
	Miscellaneous	1			
	Preventive Maintenance km Check Up	1			
	Clean and Adjust Brakes	1			
	Horn Replacement	1			
			6		
	By Lot				
	NOTE: Please attach brochure and indicate days				
	of delivery				

By Lot				
NOTE: Please attach brochure and indicate days of delivery				
Accomplished by:  Supplier's Representative	By the authority of the University President  DR. CECILIA A. GERONIMO			
(Print name and Signature)	BAC Chairperson			
Date Accomplished :	Canvassed by:			
BulSU-OP-PU-03F3	Name and Signature			
Revision: 1				
ON 10.25.23				