




REQUEST FOR QUOTATION FOR THE PROCUREMENT OF GOODS AND SERVICES

****Mandatory to fill in****

COMPANY NAME:	Quotation No. 20-208-09
ADDRESS:	Purchase Request No. G-2020-09-0399
CONTACT No.	Purpose: For office use
TIN No.	ABC: 21,000.00
PhilGEPS Registration No.	Delivery Period: 7 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) DTI/SEC Registration;*
e) *PhilGEPS Membership Certificate; and f) PCAB License in cases of Infrastructure projects.*
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	Foot Press Alcohol Dispenser	8 sets			
	Specifications:				
	Adjustable clamps				
	Stainless foot presser				
	Sturdy, Stable & Durable				
	Powder coated steel frame				
	Minimalist Design				
	With rubber footing				
	Quiet mechanism				
	Height 40 inches				
					
2	Alcohol, Isoprophyl 70%	18 gallons			

Accomplished by: _____

Supplier's Representative
(Print name and signature)

Date Accomplished : _____

By the authority of the University President.

Assoc. Prof. JOSEPH ROY F. CELESTINO
BAC Chairman

Canvassed by:

Name and Signature