



REQUEST FOR QUOTATION

P.R. No.: 17-12-312

Quotation No. 17-12-159

Date: December 21, 2017

Company Name: _____

Address : _____

Sir/Madame:

Please quote your lowest price on the item/s below, subject to the General Conditions and Eligibility Requirements for the Bidders, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **December 29, 2017** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of Journal Subscriptions for RSU-Main Campus

ABC: PhP280,230.00

QTY: 194

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
issues	Amcham Business Journal 2013	12		
issues	Building Design & Construction	12		
issues	CPA Journal	12		
issues	Education for Development	6		
issues	Education Update	12		
issues	Electrical Construction & Maintenance (EC & M)	12		
issues	Elementary School Journal	4		
issues	Farm Industry News	11		
issues	Farm Journal	12		
issues	Information Today	11		
issues	Institute of Political Economy Journal	11		
issues	Journal of Emerging Technologies in Computing Systems (ACM)	12		
issues	Journal of Environmental Health	10		
issues	Law Enforcement Technology	12		
issues	Organic Farming	3		
issues	Philippine Information Technology Journal	2		
issues	Philippine Law Record	12		
issues	Political Science Quarterly	4		
issues	Power Engineering	12		
issues	Scientific American	12		
TOTAL		QTY	194	ESTIMATED COST

Very Truly Yours,


Prof. MARIO A. FETALVER, JR., Ph. D.
 Prof. VI/BAC Chairperson



Canvassed by:

LARRY I. FIRMALO
Procurement Officer

BIDS & AWARDS COMMITTEE (BAC)
ROMBLON STATE UNIVERSITY
Odiongan, Romblon

Sir/Madame:

Delivery Period	:	_____
Warranty	:	_____
Price Validity	:	_____

After having carefully read accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature

Tel. No. / Cellphone No. _____

Email Address _____

Date: _____

REQUEST FOR QUOTATION

Terms & Conditions:

1. All entries must be type/hand-written
2. Delivery period within 15 calendar days.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the procuring entity.
4. Price validity shall be for a period of three months.
5. PhilGEPS registration Certificate shall be attached upon submission of the quotation.
6. Bidder shall submit original brochures showing certifications of the production being offered.
7. Payment shall be made after the inspection.
8. Deliver items at Supply Office, Romblon State University, Odiongan, Romblon (042-567-5375)

CHECKLIST OF ELIGIBILITY REQUIREMENTS FOR THE BIDDERS:

The Eligibility Envelope shall contain the following:

1. Registration certificate from the Securities and Change Commission (SEC), Department of Trade & Industry (DTI) business Name Registration for sole proprietorship, whichever may be appropriate under existing laws of the Philippines.
2. Valid and current Mayor's permit/Municipal/City License where the principal place of business of the prospective bidder is located.
3. BIR Registration, which contains the Taxpayer's Identification Number (TIN).
4. Latest audited Annual Financial Statement (AFS), stamped and received by the BIR or its duly accredited and authorized institutions, for the immediately preceding the calendar year showing among others the total current assets and current liabilities.
5. Certificate of PhilGEPS Registration.
6. or Platinum Certificate Membership.

Note: Submitted documents must be properly authenticated.