



# BIDS AND AWARDS COMMITTEE

## REQUEST FOR QUOTATION

Solicitation No. **RSU-48-18**Quotation No. **18-08-108**Date : **August 23, 2018**

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 Suppliers, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **August 28, 2018** at exactly 5:00 in the afternoon in the return envelope attached herewith.

**Project:** Procurement of Office Equipment & Furniture for College of Arts and Sciences (CAS)**ABC:** PhP50,000.00**QTY:** 2

Unit	Item Description	QTY	Estimated Unit Cost	Estimated Cost
unit	<b>LAPTOP: BRANDED SPECS:</b> Genuine Windows 10 with Recovery; Branded; AMD A9-9410 Radeon R5; 2.9 up to 3.5Ghz; 4Gb ddr4 memory; 1 Terabyte Hdd; WiFi; Webcam; Dvdwriter; 15.6 inch - HD LED Backlight TFT Display (16:9), Resolution (1366x768); AMD Radeon R5 M430 (2 Gb Dedicated) switchable to Amd Radeon R5 Graphics ddr4; Interfaces: 2x USB 3.0, 1x USB 2.0, VGA Network (RJ-45), HDMI Output 1x USB 3.1 Type-C	1		
set	<b>SOFA SPECS:</b> Conference furniture leather office sofa set synthetic sectorial sofa, European style, modern, not inflatable, 3 pc with center table	1		
<b>TOTAL</b>		<b>QTY</b>	<b>2</b>	<b>ESTIMATED COST</b>

Yours,



**Dr. Mario A. Fetalver, Jr.**  
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/SUPPLIERS:

The Eligibility Envelope shall contain the following:

1. Mayor's/Business permit
2. PhilGEPS Registration Number
3. Income/Business Tax Return
4. Omnibus Sworn Statement

**Note: Submitted documents must be properly authenticated.**