



**REQUEST FOR QUOTATION**  
**Solicitation No. RSU-19-19**  
**Quotation No. 19-02-025**

**Date** : February 28, 2019  
**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 **March 04, 2019** at exactly 5:00 in the afternoon in the return envelope attached herewith.

**Project:** Procurement of Various Kitchen Utensils and Glasswares and Other Supplies for Instructural Purposes of College of Business and Accountancy

**ABC:** PhP70,705.00


**QTY:** 199

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
pcs	Baking pan 12" x13"	10		
pcs	Bowl Graduated size	5		
unit	Ice Crusher	1		
pcs	Loaf pan 4" x 8"	10		
pcs	Measuring Cups	5		
pcs	Measuring spoon	5		
pcs	Rolling pin Non-stick	5		
pcs	Spatula-Rubber 12"	5		
pcs	Spatula-Stainless (Graduated size)	5		
unit	Stove (2 burner)	2		
pcs	Tube pan	5		
pcs	Weighing scale 5kg cap	2		
pcs	Astray	5		
pcs	Bill tray	3		
pcs	Bussing cart	1		
pcs	Change tray	3		
pcs	Finger bowl	5		
pcs	Folding tray	3		
pcs	pitcher (glass)	5		
pcs	Rectagular trays	5		
pcs	Round/bar trays	5		
pcs	Square table w/ 4 chairs	1		
pcs	Table cloth	5		
pcs	Troelly	2		
pcs	Beer mug	6		
pcs	Bordeaux glass	6		
pcs	Brandy glass	6		
pcs	High ball glass	6		
pcs	Irish coffee glass	6		
pcs	Pilsen glass	6		
pcs	Poco grande	6		
pcs	red wine glass	6		



pcs	Squail glass	6		
pcs	White wine glass	6		
pcs	Zombie glass	6		
unit	Bed frame	1		
unit	Caddy Box	2		
unit	Caution Sign	3		
unit	Floor pad (for floor polisher)	3		
unit	Floor/Window Squeeze	5		
unit	Roomboy's Cart	1		
pcs	Bath mat 20" x 30"	5		
pcs	Bath towel 25" x 54"	5		
pcs	Hand towel 18" x 33"	5		
<b>TOTAL</b>		<b>QTY 199</b>	<b>ESTIMATED COST</b>	

Yours,



**MARIO A. FETALVER JR., Ph. D.**  
 BAC Chairperson

Canvassed by:

**LARRY I. FIRMALO**  
 Procurement Officer

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**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:** \_\_\_\_\_



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## 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.**