



REQUEST FOR QUOTATION
Solicitation No. RSU-27-19
Quotation No. 19-03-033

Date : March 05, 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 08, 2019** exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of Printer and Plastic Arm Chairs for Institute of Criminal Justice Education

ABC: PhP53,900.00

QTY: 31

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
unit	Printer, 3 in 1 with CISS PRINT, COPY, SCAN	1		
pc	Plastic Arm Chairs/Study Chairs/ Study Chair w/ Booktray	30		
TOTAL		QTY	31	ESTIMATED COST

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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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.