



**REQUEST FOR QUOTATION**  
**Solicitation No. RSU-72-19**  
**Quotation No. 19-09-133**

**Date** : November 21, 2019  
**Company Name:** \_\_\_\_\_  
**Address :** \_\_\_\_\_

Sir/Madame:

Please quote your lowest price on the Item/s below, subject to the terms and 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 **November 25, 2019** at exactly 5:00 in the afternoon in the return envelope attached herewith.

**Project:** Procurement of Various Office Equipment and Supplies (REPOST)  
**ABC:** PhP120,820.00  
**QTY:** 68


UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
pc	Battery, size AAA, dry cell	6		
pc	Battery, size AA, dry cell	6		
pc	Cork board with Frame 2'x3'	1		
pc	Cork board with Frame 2'x5'	1		
panel	Curtain	8		
set	Extension Wire Universal 3-gang feet (Heavy duty)	2		
unit	External Hard Drive ITB, USB 3.0 (ROTC)	1		
pc	Bulb, LED 13watts	12		
pc	Bulb, LED 9watts	12		
pc	Chair, Monobloc, with backrest, w/o armrest (ROTC San Andres)	6		
unit	<u>Megaphone</u> , with siren, talk, record and recharge USB-SD Slot Battery-Size D Normal Acid, Rechargeable 50 watts; Range-1,200 yards Dimension-9.4" x 13.77' with charger (ROTC)	1		
set	Orbit fan, 16" 3-speed (Sibuyan)	1		
set	Portable Speaker with Wireless mic and Bluetooth	1		
set	Speaker for LED TV 2.1 ch Multimedia Speaker, USB, SD, FM & Bluetooth-2500w PMPO. 2mioc inputs with control, FM Tuner Dual 5.25-inch Woofer	1		
set	Stand Fan, 18" dia. Plastic blade Push button switch (Sawang)	2		
pc	White board with Aluminum Frame 4 x 8 (Good Quality)	1		
pc	White board 2' x 3' with Aluminum Frame (Gold Quality)	1		
pc	Wall Clock	1		
	Ceiling Fan 18" diameter	1		
unit	Dehydrator (Electric Food Dehydrator, 6 trays, stainless steel)	1		
unit	Electric Sewing Machine (Automatic Household desktop Electric Multifunctionsewing small sewing machine, with 39 color)	1		



# BIDS AND AWARDS COMMITTEE

unit	Airconditioning unit, 2 horse power, window type	1		
<b>TOTAL</b>		<b>QTY</b>	<b>68</b>	<b>ESTIMARED COST</b>

Yours,

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

Canvassed by:

**Larry I. Firmalo**  
 Procurement Officer

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Date: \_\_\_\_\_

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

Sir;

After having carefully read the terms and conditions of RFQ, I/We quote on the item/s at the prices noted above.

Yours,

\_\_\_\_\_  
Printed Name / Signature

Delivery Period	:	_____
Warranty	:	_____
Price Validity	:	_____
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.**