



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-5273
 Email: romblonstateu@gmail.com
 URL: rsu.edu.ph

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION
 Solicitation No. **RSU-2021-010**
 Quotation No. **21-02-023**

Date : March 11, 2021
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 **March 15, 2021** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of IT equipment for the NSTP office main campus (Repost)

ABC: PhP90,000.00

QTY: 3

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
unit	Desktop Computer 23.8" Monitor, RAM 8GB, Intel core i3 19th Gen, Quad (set)	1		
unit	Laptop 13.3" backlit keyboard 8GB DDR4, 256GB SSD Intel i5/i3	1		
unit	Multimedia project (Specs) x41x6 A LCD 3600	1		
TOTAL		QTY 3	ESTIMATED COST	

Yours


BILSHAN F. SERVANEZ, Ph. D.
 BAC Chairperson

Canvassed by:

Larry I. Firmalo
 Procurement Officer

Supplier's Printed Name/Signature

"Serving with Honor and Excellence!"



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BIDS AND AWARDS COMMITTEE

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.