



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

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**BIDS AND AWARDS COMMITTEE**

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**REQUEST FOR QUOTATION**  
 Solicitation No. **RSU-2021-009**  
 Quotation No. **21-02-022**

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 various IT equipment for the use of physical plants and facilities office (Repost).

**ABC:** PhP224,600.00

**QTY:** 8

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
Set	Laptop Computer G73IGT-H7144T STRIX G 17.3" FHD 120Hz Black Intel® Core™ i7 9750h 8GB DDR4 1TB + 512SSD 4GB GTX1650 Windows 10 Home	1		
Sets	Desktop Computer Intel® Core i7- 10700 Processor Gigabyte B460M DS3H Motherboard 8GB DDR4 memory 1TB Seagate HDD + 120GB SSD / GTX 1650 4GB DDR5 Video Card With Free 78IND Wireless Adapter & RGB Keyboard, Mouse, CPU Package Without Monitor	2		
Sets	Monitor 19 Inch Wide LED/New Metal Stand/VGA Input/Work FRO Home With HDMI	2		
Set	A3 Printer Converted With CIS + Dye Ink WF7710	1		
Pcs	Portable 1 TB Hardrive (External)	2		
<b>TOTAL</b>		<b>QTY 8</b>	<b>ESTIMATED COST</b>	

Yours

**BILSHAN F. SERVAÑEZ, Ph. D.**  
 BAC Chairperson

Canvassed by:

**Larry I. Firmalo**  
 Procurement Officer

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Supplier's Printed Name/Signature



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**BIDS AND AWARDS COMMITTEE**

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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.**