



BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION
Solicitation No. RSU-2022-02-011
Quotation No. 22-02-002

Date : March 01, 2022
 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 08, 2022** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of Certificate Frames for the Office of Media and Affairs
ABC: PhP84,212.10
QTY: 70

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
set	Certificate Frame 15"x17", 3/4" wide PVC Black Frame, 1" wide matte board with gold lining, Photo paper printing (Poster type)	70		
TOTAL	QTY	70	ESTIMATED COST	

Very Truly Yours,

ATTY. GLENN NIÑO M. SARTILLO
 BAC Chairperson

Canvassed by:

IRENE I. FADERA
 OIC Procurement Officer

 Supplier's Printed Name/Signature



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

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.

Very Truly 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 Certification

Note: Submitted documents must be properly authenticated.