



REQUEST FOR QUOTATION

Date Posted: _____
Method of Procurement: Shopping Small Value Procurement
PhilGEPS Posting Control Number: BASC2022-08-153
Procurement Title and Description: Supply and Delivery of Office Tables and Chairs for IAS
(Please See Canvass for Details)
Approved Budget for the Contract (ABC): 135,000.00
End-User Unit/Office: IAS

The Supplier/Distributor/Contractor: _____
Business Address: _____

Dear Supplier/Distributor/Contractor:

In accordance with conditions provided in R.A. 9184 and its revised Implementing Rules and Regulations (October, 2016) the Bulacan Agricultural State College, in order to promote economy and efficiency resort to any of the alternative methods of procurement provided in Rule XVI of the IRR of RA 9184.

As **PhilGEPS registered** supplier/distributor/contractor, we are formally requesting for quotation as per hereto attached procurement details (canvass form) to be submitted during office hours on or before 5 calendar days after this RFQs been received. As alternative for hand carry submission, the electronic submission of quotation is acceptable.

The BAC will evaluate all received quotations and recommend to the College President the Award of Contract in favor of the supplier/distributor/contractor with the single or lowest calculated and responsive quotation.

Very truly yours,

RONALD REAGAN T. ALONZO, PH. D.
Vice President for Administration and Finance & BAC Chair

PS. Please acknowledge receiving copy of this Request for Quotation

Name/Position: _____

Signature over printed name

Date: _____



Republic of the Philippines
BULACAN AGRICULTURAL STATE COLLEGE
REQUEST FOR QUOTATION

Document No.: BASC-PRO-QSF-02
 Rev. No.: 00
 Effectivity Date: 06/03/2019

Project Reference Number:
 Name of the Project:
 Location of the Project:

Date: _____
 Quotation No. _____

Company Name _____
 Address _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.

_____ **CORAZON R. ABABA**
 Procurement Officer

- NOTE: 1. THE APPROVED BUDGET FOR THE CONTRACT IS _____.
2. ALL ENTRIES MUST BE TYPEWRITTEN.
3. DELIVERY PERIOD WITHIN _____ CALENDAR DAYS.
4. WARRANTY SHALL BE FOR A PERIOD OF three (3) MONTHS FOR NON-EXPENDABLE SUPPLIES ONE (1) YEAR NON-EXPENDABLE SUPPLIES FROM DATE ACCEPTANCE BY THE PROCURRING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS.
6. PHILGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
7. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED.

ITEM No.	Unit	Item Description	Qty	UNIT PRICE	TOTAL
1	Unit	Office Tables	15		
2	Unit	Visitors chair	15		

Warranty: _____

Price Validity: _____

After having carefully read and accepted your General Conditions, I/We quote on the item at prices noted above.

_____ Printed Name / Signature

_____ Tel. No. / Cellphone No.
 e-mail address

_____ Date