	Republic of the Philippines	Document No.: BASC-PRO-QSF-02
	BULACAN AGRICULTURAL STATE COLLEGE	Rev. No.: 00
	REQUEST FOR QUOTATION	Effectivity Date: 06/03/2019

Project Reference Number:
Name of the Project: **Supply and Delivery of Office Supplies for IEAT Accreditation 2022**
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 sumbit 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	pcs	Expandable envelope Long	200		
2	pcs	Tickler (Arch File) color Red or Maroon	100		
3	pack	Index Tab	100		
4	ream	8 x 13 inches bondpaper (long)	100		
5	pcs	Epson Ink 3110 (Black)	40		
6	pcs	Epson Ink 3110 (yellow)	40		
7	pcs	Epson Ink 3110 (magenta)	40		
8	pcs	Epson Ink 3110 (cyan)	40		
9	pack	Sticker paper (a4)	100		
10	pcs	Highlighter (green)	50		
11	can	ballpen (Black)	1		
12	can	ballpen (Blue)	1		
13	can	ballpen (Red)	1		
14	pack	Photo paper	50		

                Item No.   Item No.

Brand and Model _____   _____   _____
Delivery Period: _____   _____   _____
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