



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.

MANDY D. BERNARDO  
 Procurement Officer

- NOTE:
- THE APPROVED BUDGET FOR THE CONTRACT IS \_\_\_\_\_.
  - ALL ENTRIES MUST BE TYPEWRITTEN.
  - DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS.
  - 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.
  - PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS.
  - PHILGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
  - BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED.

ITEM No.	Unit	ITEM & DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	Bottle	Toner ( MP C2503) Black	2		
2	Bottle	Toner ( MP C2503) Yellow	2		
3	Bottle	Toner ( MP C2503) Magenta	2		
4	Bottle	Toner ( MP C2503) Blue	2		

Brand and Model	Item No. _____	Item No. _____
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