



Republic of the Philippines
BULACAN AGRICULTURAL STATE COLLEGE
Office of Bids and Awards Committee
Pinaod, San Ildefonso, Bulacan, Philippines 3010

REQUEST FOR QUOTATION

Date Posted: _____
Method of Procurement: _____ Shopping Small Value Procurement
PhilGEPS Posting Control Number: BASC2026-05-015
Procurement Title and Description: Supply and Delivery of Diploma Holder with College Logo and Name for Graduation
(Please See Canvass for Details) Ceremony 2026

Approved Budget for the Contract (ABC): 315,000.00
End-User Unit/Office: REGISTRAR

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


Dear Supplier/Distributor/Contractor:

In accordance with conditions provided in R.A. 12009 and its revised Implementing Rules and Regulations 2025 the Bulacan Agricultural State College, in order to promote economy and efficiency resort to Small Value Procurement provided in Rule IV, Section 26 of the IRR of R.A. 12009.

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: _____

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