



REQUEST FOR QUOTATION
Solicitation No. RSU-2020-048
Quotation No. 20-09-088

Date : September 17, 2020
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 **September 21, 2020** at exactly 5:00 in the afternoon in the return envelope attached herewith.

Project: Procurement of Furniture, Appliances & IT Equipment for Office use of the Office of the President & VPAF

ABC: PhP285,000.00

QTY: 11

UNIT	ITEM DESCRIPTION	QTY	ESTIMATED UNIT COST	ESTIMATED COST
unit	Office Executive manager Computer Standing Table Desk L Shape 220cm 2200* D2000*h760mm with 2 receiving chairs	1		
unit	LED TV 55" 4k UHD SMART TV with wall bracket	1		
unit	1.5HP Inverter Split Type Aircon with Installation Specifications: Basic Inverter; 70% energy saving; Dual inverter compressor; 3M Micro dust Protection Filter; Low Noise 21dB; Comport Air; 2 way auto swing and Simple and Slim Design; EER Rating" 12.29; Length(cm): 83.69; Height(cm): 18.90; Width(cm): 32.00	2		
unit	Refrigerator 4.0 cu.ft capacity Heavy Duty Quality Energy Efficient Compressor Key LockR600a Refrigerant LED Light Consumes only 100 watts with freezer compartment Tempered Glass Shelves Anti-bacterial Coating Reversible Door Bottom vegetable crisper Stainless door color Compact/Space Saving Design	1		
unit	Water Dispencer (Hot & Cold; Compressor Type Coling; with mini cabinet storage; 500W/; L-12.25", W-12", H-39)	1		
unit	Computer Table (Heavy Duty), Black	2		
unit	Ergodyanmic Luxe Reclining Luxury high back Office Chair, Desk Chair(Black) Specs: 360° swivel function reclining chair, Max. weight capacity 100kg, 350mm nylon prong starbase and nylon casters, pneumatic height adjustment, snchro tilt-lock mechanism	1		
unit	Printer, All in One with CISS (5 in 1) Multi-Function (Printer, Scanner, Copier) with CISS, Automatic Document Feeder (ADF), Multi-page Scanning and Copying.	2		
TOTAL	QTY	11	Estimated Cost	



Yours,

A handwritten signature in blue ink, appearing to read "Mario A. Fetalver Jr.", written over a horizontal line.

MARIO A. FETALVER JR., Ph. D.
BAC Chairperson

Canvassed by:

Larry I. Firmalo
Procurement Officer

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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.

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 Number
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note: Submitted documents must be properly authenticated.