

**PROCUREMENT MANAGEMENT OFFICE**

**REQUEST FOR QUOTATION**  
**Small Value Procurement**

P.R. No. 22-04-132, 22-05-146,  
22-05-151, 22-07-347  
Quotation No. 22-07-067  
Date: August 1, 2022

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Sir/Madam:

Please quote your lowest price on the item/s below, *subject to the General Conditions and Eligibility Requirements for the Bidders*, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than **August 4, 2022 at exactly 5:00** in the afternoon in the return envelope attached herewith.

**Project:** Procurement of Glass Partition and Glass Door with Installation for the Different Offices of Romblon State University  
**ABC:** ₱ 946,123.30 QTY: 1,607.322

Very truly yours,

**ATTY. GLENN NIÑO M. SARTILLO**  
BAC Chairperson

Canvassed by:

**IRENE I. FADERA**  
OIC Procurement Officer

**BIDS & AWARDS COMMITTEE (BAC)**  
Romblon State University  
Odiongan, Romblon

Sir/Madam:

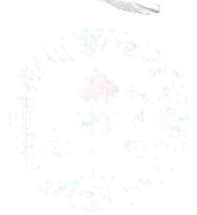
Unit	Description	QTY	Unit Cost	Total Value
sq.ft.	Fabrication and Installation of 6mm Thick Fixed Bronze Glass Partition with header in 2" x 4" Tubular Framing Powder coated Brown Finish (11.05mL x 2.55mH)	303.15		TOTAL

\_\_\_\_\_  
Printed Name / Signature



Republic of the Philippines  
**ROMBLON STATE UNIVERSITY**

Odiongan, Romblon  
 Tel No. (042) 567-5273  
 Email: [romblonstateu@gmail.com](mailto:romblonstateu@gmail.com)  
 URL: [rsu.edu.ph](http://rsu.edu.ph)



**PROCUREMENT MANAGEMENT OFFICE**

set	Fabrication and Installation of 6mm Thick Bronze Glass Heavy Duty Double Swing Double Panel Door with Door Jamb, Door Handle, Door Hinges, Door Lock in Tubular Framing Powder Coated Brown Finish with complete hardwares and Accessories (Size: 1.6m x 2.1m)	1		
sq.ft.	Fabrication and Installation of 6mm Thick Fixed Reflective Green Glass Partition with header in 2" x 4" Tubular Framing Powder coated White Finish (size: 13.82mL x 2.50mH)	291.97		
sq.ft.	Fabrication and Installation of 6mm Thick Fixed Reflective Green Glass Partition with header in 2" x 4" Tubular Framing Powder Coated White Finish (Size: 9.33mL x 2.50mH)	209.77		
set	Fabrication and Installation of 6mm Thick Reflective Green Glass Heavy Duty Double Swing Double Panel Door with Door Jamb, Door Handle, Door Hinges, Door Lock in Tubular Framing Powder Coated White Finish with complete hardwares and Accessories (Size: 1.6m x 2.1m)	4		
sq.ft.	Fabrication and Installation of 6mm Thick Fixed Reflective Green Glass Partition with header in 2" x 4" Tubular Framing Powder coated White Finish (size: 20mL x 2.45mH)	470.68		
set	Fabrication and Installation of 6mm Thick Reflective Green Glass Heavy Duty Double Swing Single Panel Door with Door Jamb, Door Handle, Door Hinges, Door Lock in Tubular Framing Powder Coated White Finish with complete hardwares and Accessories (Size: 0.9m x 2.1m)	1		
sq.ft.	Fabrication and Installation of 6mm Thick Fixed Reflective Green Glass Partition with header in 2 inches x 4 inches Tubular Framing Powder coated white Finish (size: 12mL x 2.45mH)	322.752		
set	Fabrication and Installation of 6mm Thick Reflective Green Glass Heavy Duty Double Swing Double Panel Door with Door Jamb, Door Handle, Door Hinges, Door Lock in Tubular Framing Powder Coated White Finish with complete hardwares and Accessories (Size: 1.8m x 2.1m)	3		
<b>TOTAL</b>	<b>QTY</b>	<b>1,607.322</b>		

Total \_\_\_\_\_



**PROCUREMENT MANAGEMENT OFFICE**

Delivery Period : \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

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

Tel. No. / Cellphone No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date: \_\_\_\_\_

**Terms & Conditions:**

1. All entries must be type-written/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 (3) 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:**

The Eligibility Envelope shall contain the following:

1. Mayor's/Business Permit
2. PhilGEPS Registration Certificate
3. Professional License/Curriculum Vitae (Consulting Services), if applicable
4. PCAB License (Infrastructure), if applicable
5. Income/Business Tax Return (for ABCs above 500k)
6. Omnibus Sworn Statement

Note: Submitted documents must be properly authenticated

\_\_\_\_\_  
 Printed Name / Signature