



PROCUREMENT MANAGEMENT OFFICE

REQUEST FOR QUOTATION
Small Value Procurement

P.R. No. **23-04-130B**
Quotation No. **23-07-034**
Date: **July 26, 2023**

Company Name: _____

Address: _____

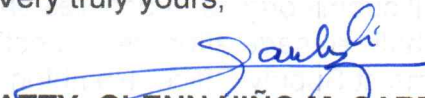
Sir/Madam:

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 **July 31, 2023 at exactly 5:00** in the afternoon in the return envelope attached herewith.

Project: Procurement of Gala Apparel for National Service Training Program Office of Romblon State University

ABC: PhP61,750.00 **Qty:** 49

Very truly yours,


ATTY. GLENN NIÑO M. SARTILLO
BAC Chairperson

Canvassed by:


IRENE I. FADERA
Head, Procurement Management Office

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

Sir/Madam:

Unit	Description	Qty	Unit Cost	Total Value
pair	Shoes – Black (Charol) • Size 41 – (5 pairs) – euro size • Size 42 – (5 pairs) – euro size • Size 43 – (3 pairs) – euro size <i>*See attached picture of Shoes for reference*</i>	13		
pair	Socks – Black (medium size)	13		
pc	Saber sword (metal) <i>*See attached picture of Saber Sword for reference*</i>	10		
pair	Gloves (adult size) – plain white cotton	13		
	Total Qty	49		

Total _____

Printed Name / Signature _____



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. DTI Certificate of Business Registration
7. BIR Certificate of Registration
8. Omnibus Sworn Statement (for ABCs above 50k)

Note: Submitted documents must be properly authenticated

Printed Name / Signature

