



Canvass No: C-2022-556

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Name of Supplier: **VSU PAVILION**

Contact No. & E-mail Address: (+000) 000-0000 / 0916-621-0877 & vsu.pavillon@gmail.com

**Delivery Period: within 15 calendar days from receipt of P.O.**  
**Deadline for Submission of RFQ: 7 Calendar days**

\*Please see attached specification  
If item does not have a brand/model specify "brandless" or "ordinary" or the place of origin of the item or a picture of the item, whichever is convenient to you.

<input type="checkbox"/> Baybay	<input type="checkbox"/> Ormoc	<input type="checkbox"/> Manila
<input type="checkbox"/> Tacloban	<input type="checkbox"/> Samar	<input type="checkbox"/> Cebu
<input type="checkbox"/> Leyte	<input type="checkbox"/> So. Leyte	<input type="checkbox"/> Davao

**Instructions:**

1. Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.
2. Accomplish this RFQ correctly and accurately. Please put initials for erasures.
3. Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documentary requirements in VSU need not to re-submit.
4. Quotations that are above the set ABC or with no indicated brand and model shall be rejected.
5. Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.

### Documentary Requirements:

1. Business Permit
2. PhilGEPS Registration No.
3. Income / Business Tax Return

Authorized By:

**JESSAMINE C. ECLEO**  
Head, Procurement

Canvassed By:

**LESTER G. LAYOLA**  
Canvasser

Signature of Authorized Canvasser  
hereby certify that I am in a position  
to furnish the articles at the prices  
shown and in quantities called for

(Printed Name & Signature of Supplier)