



0-C-2023-391



Republic of the Philippines
VISAYAS STATE UNIVERSITY
OFFICE OF THE HEAD FOR PROCUREMENT

REQUEST FOR QUOTATION

PR No: **TF-2023-04-00637 (Page 1 of 2)**

Name of Supplier:

Address of Supplier:

Contact No. & E-mail Address:

Canvass No: **C-2023-391**

Date: **04-18-2023**

Mode of Procurement : NP - Small Value Procurement

Delivery Period: **within 15 calendar days from receipt of P.O**

Deadline for Submission of RFQ: **7 Calendar days**

Item No	Articles (Complete description and specification)	Brand and Model**	ABC	Qty.	Unit	Unit Price	Total Price	FOB (VSU Main, Visca, Baybay City, Leyte)	Authorized By:
1	Plaques, Glass Type*		2,500.00	6	pc				JESSAMINE C. ECLEO Head, Procurement
	xxxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxx								Canvassed By:
									LESTER G. LAYOLA Canvasser
									Signature of Authorized Canvasser I 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)

*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.

End-User: CAC

Purpose: Mr. & Ms. VSU 2023-PARAPHERNALIA

☐ Baybay

☐ Tacloban

☐ Leyte

☐ Ormoc

☐ Samar

☐ So. Leyte

☐ Manila

☐ Cebu

☐ Davao

Instructions:

- Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.
- Accomplish this RFQ correctly and accurately. Please put initials for erasures.
- 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.
- Quotations that are above the set ABC or with no indicated brand and model shall be rejected.
- Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.

Documentary Requirements:

- Business Permit
- PhilGEPS Registration No.
- Income / Business Tax Return

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SPECIFICATION

Item #	Item Name	Remarks (from End User)
1	Plaques, Glass Type	
Full Specification Outstanding Farmer Entrepreneur 2021, Glass type, 12"		Sample Image <i>No Image Attached</i>