



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



# REQUEST FOR QUOTATION

Canvass No: C-2022-551

Name of Supplier: **VSU APARTELLE & CORE VALUE COTTAGES**

Address of Supplier: **VISCA, PANGASUNGAN, BAYBAY**

Contact No. & E-mail Address: (+000) 000-0000 / 0900-000-0000 & vsu.apartelle@gmail.com

### Mode of Procurement : Shopping - A

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

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

| Item No | Articles<br>(Complete description and specification)          | Brand and Model** | ABC      | Qty. | Unit | Unit Price | Total Price |
|---------|---------------------------------------------------------------|-------------------|----------|------|------|------------|-------------|
| 1       | Accommodation for Japan visitor on sept 3 to 7*               |                   | 5,000.00 | 4    | day  | 1,500.00   | 6,000.00    |
|         | xxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxxxxx |                   |          |      |      |            |             |
|         | Sept 4 Lunch 16 Lunch, Sept 5 (2 person breakfast)            |                   |          |      |      |            |             |
|         | Sept 6 (2 - breakfast, 16 - Lunch, 16 - Dinner)               |                   |          |      |      |            |             |
|         | Sept 7 (2 - breakfast, 16 Lunch)                              |                   |          |      |      |            |             |
|         |                                                               |                   |          |      |      |            |             |
|         |                                                               |                   |          |      |      |            |             |
|         |                                                               |                   |          |      |      |            |             |
|         |                                                               |                   |          |      |      |            |             |
|         |                                                               |                   |          |      |      |            |             |

Authorized By:

**JESSAMINE C. ECLEO**  
Head, Procurement

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

  
**ZOREN G. PETALCURIN**  
(Printed Name & Signature of Supplier)

FOB (VSU Main, Visca, Baybay City, Leyte)

\*Please see attached specification

Please see attached specification

End-User: DABE

|          |               |
|----------|---------------|
| Purpose: | Accommodation |
|----------|---------------|

|                          |          |                          |           |                          |        |
|--------------------------|----------|--------------------------|-----------|--------------------------|--------|
| <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"/> | Levte    | <input type="checkbox"/> | So. Levte | <input type="checkbox"/> | 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.
1. Accomplish this RFQ correctly and accurately. Please put initials for erasures.
  2. Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documents after the deadline will not be accepted.
  3. Quotations that are above the set ABC or with no indicated brand and model shall be rejected.
  4. 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