



## REQUEST FOR QUOTATION

(Goods & Services)

**Company Name/TIN:** \_\_\_\_\_  
**Business Address:** \_\_\_\_\_

**Date:** February 01, 2024  
**PR No:** 2024-01-0047

Please quote your lowest price on the item/s listed below, subject to the terms and conditions stipulated, and submit your quotation duly signed by your representative not later than **February 05, 2024; 09:00 A.M.** in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to [psu@dssc.edu.ph](mailto:psu@dssc.edu.ph).

**TERMS AND CONDITIONS:**

1. **Delivery period:** 10 Calendar days upon receipt of the Purchase Order.
2. **Warranty:** 3 months for supplies & materials; 1 year for equipment from date of acceptance by the Procuring Entity.
3. **Price validity:** 120 calendar days
4. **Documentary requirements:** PhilGEPS Reg. Number, Mayor's Permit, SEC/DTI Cert., BIR Cert. of Reg., Omnibus Sworn Statement, & Income/Business Tax Return (For ABCs above P500K)
5. The Approved Budget for the Contract for this procurement is, **Php 37,850.00**

  
**RACHEL R. YONTING**  
 Procurement Service Unit Head/BAC Secretariat

Item No.	Qty.	Unit	Item Description	Brand/Make	ABC per Item	Unit Cost	Total Cost
<b>1</b>	<b>1</b>	<b>Lot</b>	<b>Documentation Supplies</b>		<b>6,000.00</b>		
	30	met ers	Audio Cable + XLRCable Connector (Male and Female)		100.00		
	2	pcs	SD Card (Class 10)		700.00		
	4	pcs	AA Batteries rechargeable		400.00		
<b>2</b>	<b>2</b>	<b>pcs</b>	<b>Crowns</b>		<b>2,000.00</b>		
			For Mr & Ms DSSC				
<b>3</b>	<b>5</b>	<b>pcs</b>	<b>Flowers (Bouquet)</b>		<b>600.00</b>		
			For Mr & Ms DSSC				
<b>4</b>	<b>2</b>	<b>pcs</b>	<b>Frames with Picture</b>		<b>750.00</b>		
			For Mr & Ms Photogenic				
<b>5</b>	<b>1</b>	<b>Lot</b>	<b>Supplies for Production</b>		<b>10,050.00</b>		
	30	pcs	Long Clip Board		60.00		
	20	pcs	Dark Blue Shawl for Usherettes		200.00		
	5	pcs	Large Marker		90.00		
	10	pcs	Large Masking Tape		50.00		
	3	reams	Coupon Bond (Folio)		350.00		
	30	pcs	Name Tag with yellow green cord		75.00		



<b>6</b>	<b>1</b>	<b>Lot</b>	<b>Certificate Holder</b>		<b>1,500.00</b>			
	15	pcs	For Fun Run		50.00			
	15	pcs	For Awards night		50.00			
<b>7</b>	<b>1</b>	<b>Lot</b>	<b>Race Bibs</b>		<b>10,000.00</b>			
			For Students and Faculty(For Fun Run)					
<b>8</b>	<b>1</b>	<b>Lot</b>	<b>Supplies for Fun Run</b>		<b>1,500.00</b>			
	1	set	Safety Pins		1,000.00			
	20	pack	Ice Wrapper		25.00			
<b>9</b>	<b>2</b>	<b>pac ks</b>	<b>For Awards Night</b>		<b>150.00</b>			
			Photopaper					
<b>GRAND TOTAL:</b>								

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

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for delivery period, warranty, and price validity are left blank, it means that I/ We concur with the terms and conditions specified by the Davao del Sur State College (DSSC).

\_\_\_\_\_  
**Canvasser**

\_\_\_\_\_  
**Printed Name and Signature**  
*Contact Details:*  
 Landline: \_\_\_\_\_  
 Mobile No. \_\_\_\_\_  
 E-mail address: \_\_\_\_\_  
 Date signed: \_\_\_\_\_



ISSUE STATUS	REV. NO.	EFFECTIVE DATE	PAGE NO.
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