



ISSUE STATUS	REV. NO.	EFFECTIVE DATE	PAGE NO.
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REQUEST FOR QUOTATION

(Goods & Services)

Company Name/TIN: _____
 Business Address: _____

Date: September 7, 2024
 PR No: 2024-09-0533

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 **September 10, 2024; 09:00 A.M** in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to psu@dssc.edu.ph.

TERMS AND CONDITIONS:

1. **Delivery period:** 3 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 4,980.00**

RACHEL R. YONTING
Procurement Service Unit Head/BAC Secretariat

Item No.	Qty.	Unit	Item Description	Brand/Make	ABC per Item	Unit Cost	Total Cost	
1	10	ream	Paper, Multicopy A4, 80 gsm		250.00			
2	16	piece	Sign Pen, Fine Tip, Black (0.5mm)		50.00			
3	10	piece	Sign Pen, Extra Fine Tip, Black (0.3mm)		30.00			
4	10	piece	Sign Pen, Extra Fine Tip, Blue (0.3mm)		30.00			
5	6	piece	Sign Pen, Extra Fine Tip, Red (0.3mm)		30.00			
6	40	piece	Ball Pen		10.00			
7	2	piece	Marker, Permanent, Black		50.00			
8	10	piece	Envelope, Expanding, Red		15.00			
9	1	piece	Storage Box, 50 L (55.5x34.5x39cm)		400.00			
10	2	bottle	Alcohol, Ethyl 500ml		100.00			
11	2	pack	Tissue, interfolded paper towel		75.00			
GRAND TOTAL:								

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: _____