



## REQUEST FOR QUOTATION

(Goods & Services)

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

Date: November 14, 2024  
 PR No: 2024-10-0782

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 **November 18, 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:** 7 calendar days from 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 16,800.00**

  
**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	40	pc	Subli Polo Shirt (for book Lovers Club (THE CHAPTERS) committees and Librarians/library staff)		420.00		
<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: \_\_\_\_\_