Republic of the Philippines
VISAYAS STATE UNIVERSITY
PROCUREMENT OFFICE

REQUEST FOR QUOTATION (RFQ)

PR No:
Name of Supplier: _____
Address of Supplier: _____
Contact No. & E-mail Address: _____

Canvass No.: C22-07-0110 **Date:** 07/12/22
Mode of Procurment: NP - SVP
Delivery Period: ***within 15 calendar days from receipt of P.O***
Deadline for Submission of RFQ: **5 Calendar days**

Item No.	Articles (Complete description and specifications)	ABC/Unit	Qty.	Unit	Unit Price	Total Price
1	Gasoline, (Unleaded)	90.00	6000	ltr/s		
	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx					

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

Authorized by:

JESSAMINE C. ECLEO
Head

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)

End-User: SPMO
Purpose: For VSU-Fuel Station use.

[ ] Baybay [ ] Ormoc [ ] Tacloban [ ] Manila
[ ] Samar [ ] Leyte [ ] So. Leyte [ ] Cebu [ ] Davao

Control No.:_____

Instructions:
1) Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.
2) Accomplish this RFQ correctly and accurately. Please put initials for erasures.
3) 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.
4) Quotations that are above the set ABC will be rejected.
5) 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