For Posting

0-C-2022-263

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

REQUEST FOR QUOTATION

PR No: **GF-2022-04-00444 (Page 1 of 2)**
Name of Supplier:
Address of Supplier:
Contact No. & E-mail Address:

Canvass No: **C-2022-263** Date: **05-25-2022**
Mode of Procurement : NP - Small Value Procurement
Delivery Period: **within 15 calendar days from receipt of P.O**
Deadline for Submission of RFQ: **7 Calendar days**

Item No	Articles (Complete description and specification)	Brand and Model**	ABC	Qty.	Unit	Unit Price	Total Price
1	Oil, HD SAE 10 (pail)		4,000.00	5	pail		
2	Oil, HD, SAE 40 (pail)		3,500.00	5	pail		
3	Automatic Transmission Fluid, ATF		270.00	20	btl		
4	Gear Oil, Manual Transmission*		6,000.00	2	pail		
	xxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxx						

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

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

(Printed Name & Signature of Supplier)

Please see attached specification
***If item does not have a brand/model specify "brandless" or "ordinary" or the place of origin of the item or a picture of the item, whichever is convenient to you.*

End-User: OHMPS
Purpose: For Repair and Maintenance of Light and Heavy Equipment

☐ Baybay ☐ Ormoc ☐ Manila
☐ Tacloban ☐ Samar ☐ Cebu
☐ Leyte ☐ So. Leyte ☐ Davao

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 or with no indicated brand and model shall 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