Republic of the Philippines
VISAYAS STATE UNIVERSITY
PROCUREMENT OFFICE

REQUEST FOR QUOTATION (RFQ)

PR No: PO20-08-0417 (RC)
Name of Supplier: _____
Address of Supplier: _____
Contact No. & E-mail Address: _____

Canvass No.: C21-07-0103 **Date:** 07/26/21
Mode of Procurment: NP - SVP
Delivery Period: *within 30 calendar days from receipt of P.O*
Deadline for Submission of RFQ: **7 Calendar days**

Item No.	Articles (Complete description and specifications)	ABC/Unit	Qty.	Unit	Unit Price	Total Price
1	Laptop 14"	60,000.00	5	unit/s		
	Proceesor: Intel Core-i7-1065G7 (4C/8T, 1.3/3.9GHz, 8MB)					
	Video Processor: NVIDIA Geforce MX250 2GB GDDR5					
	RAM: 8GB Soldered DDR4-2666					
	SSD: 512GB SSD M.2 PCI-E					
	Display: 14" FHD (1920x1080) TN 220nits Anti-glare					
	Operating System: Genuine Windows 10					
	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx					

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

Authorized by:

JESSAMINE C. ECLEO
Head

Canvassed by:

LESTER G. LAYOLA / BRYAN P. REBUYAS
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: ITEEM [ ] Baybay [ ] Ormoc [ ] Tacloban [ ] Manila
Purpose: use for the instruction of the major subjects for the BS [ ] 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