



Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
**PROCUREMENT OFFICE**

**REQUEST FOR QUOTATION (RFQ)**

PR No: PO20-09-0554

Budget No: gf20-07-0727

Canvass No.: C20-09-0505

Date: 09/16/20

Name of Supplier:

Mode of Procurement: **NP - SVP**

Address of Supplier:

Delivery Period: **within 15 calendar days from receipt of P.O**

Please quote your best offer least government price for the article/s listed below:

Deadline for Submission of RFQ: **7 Calendar days**

Item No.	Articles (Complete description and specifications)	ABC/Unit	Qty.	Unit	Unit Price	Total Price
1	Fixed glass, Partitions 10.0m x 2.10, aluminum frame, white coated, bronze glass with 3 units sliding door 1.80 x 2.10, including installation	75,000.00	1			
2	Fixed and slide windows, 1.20m x 1.5m, alum white coated w/ bronze glass, including installation	5,000.00	1	lot		
3	Fixed glass, aluminum Frame white coated with bronze glass, 1.20m x 1.20m, including installation	5,000.00	1			
4	2.0m x 2.30m 2 bays double swing door, aluminum frame, glass, complete with locks and including installation	31,000.00	3			

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

End-Use: GSD  Baybay  Ormoc  Tacloban  Manila  Cebu  Davao

Purpose For Library use.  Samar  So. Leyte

Authorized by:

**JESSAMINE C. ECLEO**  
 Head, PO

Canvassed by:

**LESTER LAYOLA/BRYAN REBUYAS**  
 PO 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)

Control No.:

Documentary Requirements:

1. Business Permit
2. Philgeps Registration No. 4. Omnibus Sworn Statement
3. Income / Business Tax Return

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.