



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

# REQUEST FOR QUOTATION (RFQ)

No: PO20-09-0511-R

Budget No: stf20-08-0484 Canvass No.: C20-09-0464

Date: 05/05/21

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:**

Item No.	Articles (Complete description and specifications)	ABC/Unit	Qty.	Unit	Unit Price	Total Price
1	Transformer Oil	27,000.00	5	drum/s		
	* Viscosity index: 65					
	* Dielectric Strength, KV: 40					
	XX					

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

Authorized by:

**JESSAMINE C. ECLEO**  
 Head, PO

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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

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(Printed Name & Signature of Supplier)

Cebu    Davao    Iloilo    Legaspi    Marikina    Manila    Quezon City    Tacloban    Zamboanga

Baybay    Ormoc    So. Leyte    Samar    Leyte    Cebu    Davao

GSD    Baybay    Ormoc    Tacloban    Manila    Cebu    Davao

Control No.: \_\_\_\_\_

**Instructions:**

Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.

Complete this RFQ correctly and accurately. Please put initials for erasures.

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.

Quotations that are above the set ABC will be rejected.

Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.