



0-C-2022-510



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

# R E Q U E S T F O R Q U O T A T I O N

PR No: **STF-2022-06-00862 ( Page 1 of 2 )**

Name of Supplier:

Address of Supplier:

Contact No. & E-mail Address:

Canvass No: **C-2022-510**

Date: **08-22-2022**

**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	<b>FOB (VSU Main, Visca, Baybay City, Leyte)</b>	Authorized By:
1	Ceiling fan*		2,500.00	30	pc				<b>JESSAMINE C. ECLEO</b> Head, Procurement
	xxxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxx								Canvassed By:
									<b>LESTER G. LAYOLA</b> 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: **VIHS**  
Purpose: **For Classroom Use**

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

<p><b>Instructions:</b></p> <ol style="list-style-type: none"> <li>Please quote your <b>best offer</b> for the items listed above in your <b>least government price</b> inclusive of taxes, delivery, and other applicable charges.</li> <li>Accomplish this RFQ correctly and accurately. Please put initials for erasures.</li> <li>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.</li> <li>Quotations that are above the set ABC or with no indicated brand and model shall be rejected.</li> <li>Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.</li> </ol>	<p><b>Documentary Requirements:</b></p> <ol style="list-style-type: none"> <li>Business Permit</li> <li>PhilGEPS Registration No.</li> <li>Income / Business Tax Return</li> </ol>
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**PROCUREMENT OFFICE**

## **SPECIFICATION**

<b>Item #</b>	<b>Item Name</b>	<b>Remarks (from End User)</b>
1	Ceiling fan	
<b>Full Specification</b> <ul style="list-style-type: none"><li>• Orbit type</li><li>• metal blade 16"</li><li>• three speed controller</li></ul>		<b>Sample Image</b> <i>No Image Attached</i>