

REQUEST FOR QUOTATION (RFQ)

Date: _	Rot- 3	0,2021		
PR No.	RO21-	09-172	(07308403)	
Sir/Ma	dam:			

Please quote your lowest price on the item/s listed below, and submit your quotation duly signed by you or your duly authorized representative not later than **3 days** subject to the Terms and Conditions provided at the last page of this RFQ.

Delivery period must be at least within _______ days upon receipt of the Notice to Proceed or Purchase Order.

For any clarification, you may email us at bac@mmsu.edu.ph.



ITEM	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
1.	8	pcs	Free Standing Table with wire management, metal legs, white, with heavy duty roller caster wheel, 150Wx60Dx74H cm	6,500.00	
2.	6	bxs	Free standing table, with wire management/ communication ports, metal legs, rubberized footing, 150Wx60Dx74H cm	6,500.00	
3.	10	pcs	Midback Executive Chair with armrest, leatherette upholstered	4,000.00	
4.	5	pcs	Bean bag chairs	2,800.00	
Ġ.	5	pcs	Single sofa chair with adjustable tablet arm, heavy duty roller caster wheel	150,00.00	

TOTAL ESTIMATED BUDGET:	Php 220,000·00	
REMARKS/NOTE:		

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MARIANO MARCOS STATE UNIVERSITY **Procurement Division**

Revision No.

PD-FRM-002

Request for Quotation (RFQ) (Goods and Services)

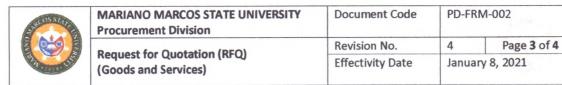
Effectivity Date

Document Code

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After having carefully read and accepted your Terms and Conditions, I/we submit our quotation/s on the item/s at prices indicated above.

Business Name:	the state of the s
Business Address:	
Printed Name of the Owner:	
TIN:	
PhilGEPS Registration Number:	
Business Permit:	
Omnibus Sworn Statement:	
Annual Income Tax Return:	
Canvassed by:	
Canvassed by:	



TERMS AND CONDITIONS:

- 1. Bidders shall provide correct and accurate information required in this form.
- 2. Bidders may quote for any or all of the items.
- 3. Bidders shall submit a copy of the following documents along with the Quotation:
 - a. Mayor's/Business Permit
 - b. Notarized Omnibus Sworn Statement (if ABC is more than P 50,000.00)
 - c. Income/Business Tax Return (if ABC is more than P 500,000.00)
- 4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
- 5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- 7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- 8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 9. The University has the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
- 10. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay.

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