



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:
 Name of Supplier:
 Address of Supplier:
 Contact No. & E-mail Address:

Canvass No: _____ Date: _____
Mode of 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 ^{1,2}	ABC	Qty.	Unit	Unit Price	Total Price	FOB (VSU Main, Visca, Baybay City, Leyte)	Authorized By:
									JESSAMINE C. ECLEO Head, Procurement
									Canvassed By:
									ANDY L. TIMKANG 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)

¹Please see attached specification
²If 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: _____
 Purpose: _____

Baybay Ormoc Manila
 Tacloban Samar Cebu
 Leyte So. Leyte Davao

<p>Instructions:</p> <ol style="list-style-type: none"> Please quote your best offer for the items listed above in your least government price inclusive of taxes, delivery, and other applicable charges. Accomplish 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 or with no indicated brand and model shall be rejected. Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted. 	<p>Documentary Requirements:</p> <ol style="list-style-type: none"> Business Permit PhilGEPS Registration No. Income / Business Tax Return
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R E Q U E S T F O R Q U O T A T I O N

PR No:
 Name of Supplier:
 Address of Supplier:
 Contact No. & E-mail Address:

Canvass No: **C-2021-9** Date:
Mode of 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 ^{1**}	ABC	Qty.	Unit	Unit Price	Total Price	FOB (VSU Main, Visca, Baybay City, Leyte)	Authorized By:
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End-User: Baybay Ormoc Manila
 Purpose: Tacloban Samar Cebu
 Leyte So. Leyte Davao

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Canvass No: **C-2021-9** Date:
Mode of Procurement :
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