



MARIANO MARCOS STATE UNIVERSITY
Procurement Service

Document Code

PS-FRM-002

Request for Quotation (RFQ)

Revision No.

0

Page 1 of 3

Effectivity Date

November 29, 2019

321.000

REQUEST FOR QUOTATION (RFQ)

Date: 5/22/20
PR No. 2020-05-089 (052020441)

Sir/Madam:

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 30 calendar days upon receipt of the Notice to Proceed or Purchase Order.

For any clarification, you may contact us at telephone no. (02) 600-0461 or email address at mmsuprocurementservicesoffice@gmail.com.

AMI
AMI RUTH R. COCSON
BAC Chair

ITEM NO.	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
1	1	piece	Doctor's table , color: white, main material: enamelled metal, cream white and black laminate top, desk comes with three drawers on left hand side, small drawer on right side and drawer in the middle, dimensions: 150cm L x 80cm H x 75cm W	40,000	
2	2	piece	Executive table , 160cm W x 80cm D x 76cm H, tempered glass top, metal legs, color black	35,000	
3	1	set	Sala set , 3 units, leather, with center table, color brown	25,000	
4	6	set	Office table , 241 lbs., dimension: (LxWxH) 1.6x1.6x0.76m, L-shaped table, made of contemporary & durable collection that features a wide variety of configuration, made of durable 1" commercial grade work surface with melamine finish that resist scratches, stains and wear, features an impact resistant 0.25cm pvc edge, w/ specific hole for wire	30,000	



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ITEM NO.	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
			management, color Bordeaux & Slate		
5	1	set	Conference table , 6-seaters, oval shaped, melamine woodgrain finish top with black legs, measurements: 150cm W, 75cm H, diameter: 80cm (shorter diameter), color: 2-stone, oak/white, w/ ergonomic chair (w/ backrest & armrest, 2-tone)	25,000	
6	1	set	Office table , 241 lbs., dimension: (LxWxH) 1.6x1.6x0.76m, L-shaped table, made of contemporary & durable collection that features a wide variety of configuration, made of durable 1" commercial grade work surface with melamine finish that resist scratches, stains and wear, features an impact resistant 0.25cm pvc edge, w/ specific hole for wire management, color Bordeaux & Slate	25,000	
7	2	units	Heavy duty standard steel bench , 4-seater, cross beam: 2.0mm steel, aluminum powder coated, arms, legs & edges heavy duty 1.5mm steel tubing - double chrome plated. Seats: 1.2mm steel aluminum powder coated, dimensions: (see attached file)	8,000	

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

Business Name: _____

TIN Number _____

PhilGEPS Registration Number: _____

Printed Name of the Owner _____

Signature over Printed Name

Tel. No./Cellphone No./e-mail address

Date

Canvassed by: _____

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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. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods and infrastructure), or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. 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.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The University has the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
9. 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.


AMI RUTH R. COCSON

Signature over Printed Name

BAC Chair

Position/Designation



DOCTOR'S TABLE



EXECUTIVE TABLE (JUST LIKE THE TABLE FROM LEGAL OFFICE)





SALA SET, 3 UNITS





OFFICE TABLE L-SHAPED





CONFERENCE TABLE 6-SEATER



STEEL BENCH, 4-SEATER

