

	<b>MARIANO MARCOS STATE UNIVERSITY</b>		Document Code	PS-FRM-002
	<b>Procurement Service</b>		Revision No.	0
	<b>Request for Quotation (RFQ)</b>		Effectivity Date	November 2019

### REQUEST FOR QUOTATION (RFQ)

Date: July 16, 2012  
 PR No: 4620 - D7 - D86 (67208603)

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 40 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](mailto:mmsuprocurementservicesoffice@gmail.com).

  
**AMI RUTH R. COCSON**  
 BAC Chair

ITEM NO.	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
1			Customized wood pedestal (plyboard.plywood), painted		
	5	unit	24" X 14"	1,500.00	
	3	unit	32"X14"	2,000.00	
	3	unit	40"X14"	3,000.00	
2	2	unit	Electric Roll up Stand, CTN (58x23x40)/21 kg Graphic Size: 31" (w) x 144" (H)	15,000.00	
3	2	unit	Catalogue shelf CTN (49x37x38)/17kg	6,000.00	
4	1	unit	Brochure Holder (double row) CTN (58x23x40)/17kg	4,500.00	
5	2	unit	Customized brochure rack with logo on top (Acrylic plastic), 14" (W) x 60" (H)	6,500.00	
6	1	set	ILAAARDEC Build up letters, with complete wordings of the acronym, with stand, and with logo; 86" (W) x36" (H) For acronym: 3D, letter depth – 1 ½", letter height – 15" Letter width -10"; For wordings: letter depth ½, letter height 4"/line	38,100.00	
7	4	unit	Metal Easel Stand A1313-2300 with carry bag, adjustable	1,300.00	
8	4	unit	Slim aluminum Lightbox, Graphic Size: 50cmx80cm, Article: LED 4cm	4,600.00	
9	4	set	ILAAARDEC letters, mirror gold/tape, 8" (H) 1 ½"(W)	1,200.00	
10	4	set	ILAAARDEC letters, mirror gold/tape, 12" (H) x 2"(W)	1,500.00	

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: \_\_\_\_\_  
 Printed Name of the Owner: \_\_\_\_\_  
 TIN Number: \_\_\_\_\_  
 PhilGEPS Registration ID No.: \_\_\_\_\_

Signature over Printed Name  
 Tel. No./Cellphone No./e-mail address

\_\_\_\_\_ Date



MARIANO MARCOS STATE UNIVERSITY  
Procurement Service

Document Code PS-FRM-002

Revision No. 0 Page 2 of 3

Effectivity Date November 2019

Request for Quotation (RFQ)

**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