

Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon

REQUEST FOR QUOTATION

REPRESENTATION EXPENSE (FOOD/WATER/COMMEMORATIVE) FOR MEETINGS AND OTHER RELATED ACTIVITIES (PROCUREMENT)

Purchase Request No. 2024-01-0002
Approved Budget for the Contract: \$\mathbb{P}\$ 696,000.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <u>Representation Expense</u> (<u>Food/Water/Commemorative</u>) for <u>Meetings and Other Related Activities</u> (<u>Procurement</u>) to apply the sum of <u>Six Hundred Ninety-Six Thousand Pesos Only</u> (<u>P 696,000.00</u>) inclusive of VAT, being the <u>Approved Budget for the Contract</u> (ABC), details as follows:

| Qty. | Unit | ITEM/S DESCRIPTION | |
|------|------|--------------------------------|--|
| 1 | lot | Representation Expense FY 2024 | |
| | | Food/Water/Commemorative | |

 The quotation must be submitted (can also be send thru email at the contact details listed below) or to the Office of the Procurement Office/Bids and Awards Committee, Southern Luzon State University, 2nd FIr. Hermano Puli Building, and shall be received by the Committee.

E-mail: <u>slsuprocurement2021@gmail.com</u>

2. The SLSU reserves the right to reject any or all quotations and/or proposals and waive any formalities/ informalities therein and to accept such bids it may consider as most advantageous to the agency and to the government. Southern Luzon State University SLSU neither assumes any obligation for whatsoever losses that may be incurred in the preparation of bids, nor does it guarantee that an award will be made.

MARIDEL C. ZABELLA
Head, Procurement Office
Southern Luzon State University
Lucban, Quezon
Tel. No.: (042)540-6519



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REQUEST FOR QUOTATION

| | | | REQUEST FOR GOOTATIC | | |
|--|--|--------------------------------|--|---|----------------------------|
| ffice/En | d-User: | | Procurement Office | Date: | |
| | MAN YNA | E: | | PR No.: | 2024-01-0002 |
| ADDRE | | | | | |
| TEL. NO | O./FAX NO | 0.: | | TIN No.: | |
| TERMS a | ind CONDITI | ONS | vest price on the item(s) listed below, subject to the Terms & Conditions state of in the return envelope attached herewith to the | d below and submit your quotation duly signe Procurement office. | by your representative not |
| 2. Delive Administ delivery 3. Warn (1) one y 4. Price 5. Suppl Certifica Procurer 6. Bidde 7. Pieas | ery period witratitive peno without valid anty shall be rear for Equif validity shall liers required te of Tax, Morent Office to the shall substants the proved but the poproved but the penore of the | ithin | en or legibility writtenupon conforme of the approved Purchase Order (P.O). 5. 69 of the Revised IRR-RA 1984 shall be imposed for non- mum of three (3) months for Supplies & Materials; a date of acceptance by the end-user. For of of sixty (60) calendar days. For of the superior of the sixty (60) calendar days. For of the superior of the sixty of the sixty of the sixty of the sixty of the quotation. For expecifications showing products certification, if applicable. For this procurement isPHP 696,000.00 | MARIDEL C. ZABEI Head, Procurement (| |
| Item # | Qty. | Unit | ITEM/S DESCRIPTION | Unit Pric | e Total Cost |
| | 1 | lot | Representation Expense FY 2024 | | |
| | | | Food/Water/Commemorative | | |
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| | of Fund: | | | Warranty: | |
| After hav | ry Period: ing carefully n I concur w/ ti | need & accept the Terms & C | ted your Genaral Conditions, We quote you on the item(s) at prices note obove. If the Conditions specified by SLSU Procurement Office. | Price Validity space of providec on the Delivery Period, Warran | |
| | | | ~ | | |
| | | | | Printed Name/Signature/D | ate |
| ACA_DD | C-1.02 F2, | REV. 4 | | 7 - 6 | |