

Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon



REQUEST FOR QUOTATION

OFFICE PARTITION (BAO)

Purchase Request No. 2025-03-0849
Approved Budget for the Contract: # 99,999.96

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement for Office Partition (BAO) to apply the sum of Ninety-Nine Thousand Nine Hundred Ninety-Nine Pesos and Ninety-Six Centavos Only (#2 99,999.96) inclusive of VAT, being the Approved Budget for the Contract (ABC), details as follows:

Qty.	Unit	ITEM/S DESCRIPTION		
		Office Partition		
4	set	Customized Office Partition - Fabric w/ Glass Front Panel size:130Wx140H color: Cream (M-20)		
4	set	2 set (2 seater) Customized Office Partition - Fabric w/ Glass Front Panel size:140Wx60H cm color: Cream (M-20)		
2	set	Customized Office Partition - Fabric w/ Glass Front Panel size:130Wx140H color: Cream (M-20)		
2	set	2 set (2 seater) Customized Office Partition - Fabric w/ Glass Front Panel size:140Wx60H cm color: Cream (M-20)		
		*see attached documents for specifications		

1. 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 Flr. Hermano Puli Building, and shall be received by the Committee.

E-mail: slsuprocurement@slsu.edu.ph

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
Director, Procurement Office
Southern Luzon State University
Lucban, Quezon
Tel. No.: (042)540-6519



Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon



REQUEST FOR QUOTATION

Office/Er	nd-User:		BAO	Date:	
	NAN YAM	E:		PR No.:	2025-03-0849
ADDRE					
TEL. N	O./FAX N	0.:		TIN No.:	
The second part of the second second	Please o		owest price on the item(s) listed below, subject to the Terms & Conditions stated below and submit young for the Procurement office.	ur quotation duly si	gned by your representative not
1. All ei 2. Deliv Adminis delivery 3. Warr (1) one y 4. Price 5. Supp Certifica Procure 6. Bidde 7. Pleas	1. All entries must be typewritten or legibility written. 2. Delivery period within upon conforme of the approved Purchase Order (P.O). Administratitive penalties to Sec. 69 of the Revised IRR-RA 1984 shall be imposed for non-delivery without valid reason. 3. Warranty shall be for a minimum of three (3) months for Supplies & Materials; (1) one year for Equipment from date of acceptance by the end-user. 4. Price validity shall be for a period of sixty (60) calendar days. 5. Suppliers required to submit updated documents yearly such as G-EPS Resgistration, Certificate of Tax, Mayor'sPermit, DTI, Bank Name/Account and Branch for evaluation of the Procurement Office upon submission of the quotation. 6. Bidders shall submit complete specifications showing products certification, if applicable. 7. Please indicate the brand for each items being offered. 8. The Approved budget celling for this procurement is			1984 shall be imposed for non- or Supplies & Materials; end-user. days. such as G-EPS Resgistration, t and Branch for evaluation of the oducts certification, if applicable. PHP 99,999.96 ITEM/S DESCRIPTION Unit Price Total Cost Partition - Fabric w/ Glass Front Panel color: Cream (M-20) Partition - Fabric w/ Glass Front Panel Partition - Fabric w/ Glass Front Panel Partition - Fabric w/ Glass Front Panel	
Item #	Qty.	Unit		Unit Pric	e Total Cost
	4	set	Office Partition Customized Office Partition - Fabric w/ Glass Front Panel size:130Wx140H color: Cream (M-20)		
	4	set	2 set (2 seater) Customized Office Partition - Fabric w/ Glass Front Panel size:140Wx60 cm color: Cream (M-20)	Н	
	2	set	Customized Office Partition - Fabric w/ Glass Front Panel size:130Wx140H color: Cream (M-20)		
	2	set	2 set (2 seater) Customized Office Partition - Fabric w/ Glass Front Panel size:140Wx60 cm color: Cream (M-20)	н	
			*see attached documents for specifications		
	Period: g carefully ne		IGP BAO ed your Genaral Conditions, We quote you on the item(s) at prices note above. If the space of providec on the D Conditions specified by SLSU Procurement Office.	Warranty: Price Validity: elivery Perlod, Warra	
			Printed Name	e/Signature/Dat	e
AFA-PRC-	1.02 F2, F	REV. 4			

Republic of the Philippines Southern Luzon State University GENERAL SERVICES OFFICE

Project: Supply and Installation of Office Partition at BRC 2nd Floor

Location: Business Resource Center 2nd Floor, SLSU Main Campus Lucban, Quezon

Implementation: by Contract Duration: 15 Calendar Days for 2

Installers

SCOPE OF WORKS

1. Office Partition (Front)

- Supply and Installation of Office Partition as
- Materials are subject for approval before installation

Partitions are to be installed according to floor plan

PREPARED BY

RONELITO O. SAN JOSE, ME Director, General Services Of

RECOMMENDING APPROVAL:

DR. ARVIN N NATIVIDAD

OIZ- VP, Administrative and Financial Affairs

APPROVED BY:

DR. FREDERIC T. VILLA University resident





REPUBLIC OF THE PHILIPPINES SOUTHERN LUZON STATE UNIVERSITY GENERAL SERVICES OFFFICE

PROJECT TITLE:	Supply and Installation of Office Partition at BRC 2nd Floor	
PROJECT LOCATION:	2nd Floor BRC, SLSU Main Campus Lucban, Quezon	
OWNER:	Southern Luzon State University	
MODE OF IMPLEMENTATION:	by Contract	
DURATION:	15 calendar days for 2 Installers	

SUMMARY						
ITEM	DESCRIPTION	MATERIALS COST	LABOR COST	TOTAL COST		
1	Office Partition (Front)	-	2	-		
II	Office Partition (Side)		- 1			
	TOTAL ESTI	MATED DIRECT COST		_		
	OVERHEAD, CONTINGENCIE	S AND MISC. (OCM)		-		
	CC	INTRACTOR'S PROFIT		-		
	VAL	UE ADDED TAX (VAT)				
	TOTAL ESTIM	ATED PROJECT COST				



REPUBLIC OF THE PHILIPPINES SOUTHERN LUZON STATE UNIVERSITY GENERAL SERVICES OFFFICE

PROJECT TITLE:	Supply and Installation of Office Partition at BRC 2nd Floor	
PROJECT LOCATION:	2nd Floor BRC, SLSU Main Campus Lucban, Quezon	
OWNER:	Southern Luzon State University	
MODE OF IMPLEMENTATION:	by Contract	
DURATION:	15 calendar days for 2 Installers	

	BILL OF MATERI	ALS			
ITEM	DESCRIPTION	Qły	Unit	Direct Cost	Total Materials Cost
. Office	Partilion (Front)				
1	Customized Office Partition - Fabric with Glass Front Panel of size 140cm high and 130cm wide (green with white frame)	6	sets		
				SUB-TOTAL	-
I. Offic	e Partition (Side)				
1	Customized Office Partition - Fabric with Glass Side Panel of size 60cm wide and 140cm high (green with white frame)	6	set		
				SUB-TOTAL	-