

# Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon



#### **REQUEST FOR QUOTATION**

# **PLAQUE FOR PRAISE PROGRAM (HRMO)**

Purchase Request No. 2025-11-2946
Approved Budget for the Contract: £ 108,000.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <u>Plaque for PRAISE Program (HRMO)</u> to apply the sum of <u>One Hundred eight Thousand Pesos Only #2 108,000.00</u>) inclusive of VAT, being the <u>Approved Budget for the Contract (ABC)</u>, details as follows:

| Qty. | Unit | ITEM/S DESCRIPTION                       |  |
|------|------|--|--|
| 2    | pcs  | PLAQUES (WOODEN)                         |  |
| 15   | pcs  | GLASS PLAQUE (Service Awardee)           |  |
| 2    | pcs  | GLASS PLAQUE (Outstanding Employee)      |  |
| 2    | pcs  | GLASS PLAQUE (Exemplary Employee)        |  |
| 2    | pcs  | GLASS PLAQUE (Best Office/Unit Employee) |  |
| 3    | pcs  | GLASS PLAQUE (Extension Unit)            |  |

1. The quotation-n 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, 2<sup>nd</sup> 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/E  | nd-User:  |  | HRMO   | Date:   |                                     |  |  |  |
|---|---|--|--|---|-------------------------------------|--|--|--|
| COMP  | ANY NAM   |  |  | PR No.:   | 2025-11-2946                        |  |  |  |
| ADDRESS :   |   |  |  |   |                                     |  |  |  |
| TEL. N  | IO./FAX N   | 0. :   | TIN No.:   |   |                                     |  |  |  |
| 1. All e<br>2. Deliv  | and CONDIT<br>entries must b  | TIONS<br>be typewritt  | lowest price on the item(s) listed below, subject to the Terms & Conditions of in the return envelope attached herewith to the state of legibility written upon conforme of the approved Purchase Order (P.O). ec. 69 of the Revised IRR-RA 1984 shall be imposed for non- | stated below and submit your quotation duly sig<br>he Procurement office. | ned by your representative not      |  |  |  |
| delivery 3. War (1) one 4. Price 5. Supp Certifice Procure 6. Bidd 7. Pleas | y without val<br>rranty shall b<br>year for Equ<br>e validity sha<br>oliers require<br>ate of Tax, N<br>ement Office<br>ders shall sub<br>ise indicate ti | alid reason.  be for a mini  uipment fror  all be for a p  ed to submit  Mayor'sPern  upon subm  bmit comple  the brand fo |  | MARIDEL C. ZABELLA Director, Procurement Office                           |                                     |  |  |  |
|   |   |  |  |   |                                     |  |  |  |
| Item #  | Qty.  | Unit   | ITEM/S DESCRIPTION   | Unit Price  | e Total Cost                        |  |  |  |
|   | 2   | pcs  | PLAQUES (WOODEN)   |   |                                     |  |  |  |
|   | 15  | pcs  | GLASS PLAQUE (Service Awardee)   |   |                                     |  |  |  |
|   | 2   | pcs  | GLASS PLAQUE (Outstanding Employee)  |   |                                     |  |  |  |
|   | 2   | pcs  | GLASS PLAQUE (Exemplary Employee)  |   |                                     |  |  |  |
|   | 3   | pcs  | GLASS PLAQUE (Best Office/Unit Employee) GLASS PLAQUE (Extension Unit)   |   |                                     |  |  |  |
|   | 3   | pcs  | GLASS PLAQUE (EXTENSION ONIT)  |   |                                     |  |  |  |
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| Source  | of Fund:  |  | PRE STF  | Warranty:   |                                     |  |  |  |
| Delivery<br>After having<br>it means that                                   | g carefully nee   | ed & accepte<br>the Terms & (  | 30 DAYS  ed your Genaral Conditions, We quote you on the item(s) at prices note above. If the Conditions specified by SLSU Procurement Office.   | Price Validity:   | ly & Price Validity are left blank, |  |  |  |
|   |   |  |  |   | <u></u>                             |  |  |  |
| AFA-PRC   | -1.02 F2, R   | REV. 4   |  | Printed Name/Signature/Date   |                                     |  |  |  |