



Republic of the Philippines
Cagayan State University
BIDS & AWARDS COMMITTEE

Tuguegarao City, Cagayan

Tel. No.: (078) 375-1672

Email: bacsecretariat@csu.edu.ph

F-BAC-1115

REQUEST FOR QUOTATION

For Small Value Procurement under Sec. 53.9 of the Revised IRR of R.A. 918

QUOTATION NUMBER: QN2023-02-18G

PR NUMBER: 2023-02-092

DATE: February 10, 2023

The **Cagayan State University** is pleased to invite you to quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by you, or by your authorized representative within 3 days from receipt of this request for quotation.

CONDITIONS:

- 1 Quotation is INCLUSIVE OF TAX AND DELIVERY COST;
- 2 Delivery must be within 15 calendar days upon receipt of purchase order;
- 3 Price validity shall be for a period of 60 calendar days;
- 4 Warranty shall be for a period of 1 year from acceptance of the procuring entity;
- 5 Payment shall be made after inspection and acceptance.

MR. ABRAHAM BANGAYAN
BAC CHAIR

Dear Sir/Ma'am; After having carefully read and accepted your conditions as listed below, I/We quote you on the item at the following prices, to wit;

END USER:		Abraham C. Bangayan	DATE OF ACTIVITY (if any)		
PURPOSE:		For Registrar Office use.			
No.	UNIT		QTY.	Unit Cost	Total Cost
1.	pads	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	25		
2.	pads	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	25		
3.	pads	NOTE PAD, stick on, 3" x 3"	25		
4.	pcs	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	15		
5.	pcs	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	15		
6.	pack	Bathroom Tissue 9 Rolls (2ply)	25		
7.	bottle	HAND SOAP, Liquid, 500ml	1		
8.	pack	BATTERY, dry Cell, size AA	15		
9.	pack	BATTERY, dry Cell, size AAA	15		
10.	tin	FURNITURE CLEANER, aerosol type, 300ml min per can	4		
11.	bottle	Glue 240gsm [per bottle]	15		
12.	box	Staple wire no.35 (galvanized chisel pointed)	20		
13.	pcs	STAPLER	10		
14.	pcs	CORRECTION TAPE, 8m	25		
15.	pcs	DATA FILE BOX	150		
16.	box	ENVELOPE, mailing, with window, no. 10	2		
17.	pcs	ERASER, FELT, for blackboard/whiteboard	3		
18.	box	FASTENER, metal, non-sharp edges	15		
19.	box	CLIP, backfold, 19mm	25		
20.	box	CLIP, backfold, 25mm	25		
21.	box	CLIP, backfold, 32mm	25		
22.	box	CLIP, backfold, 50mm	15		
23.	pcs	STAMP PAD, felt	15		
24.	pc	PENCIL SHARPENER, manual, single cutter head	1		
25.	pcs	PUNCHER, paper, heavy duty	10		
26.	pcs	SCISSORS, symmetrical	15		
27.	pcs	CLEARBOOK, 20 Transparent pockets, A4	10		
28.	pcs	CLEARBOOK, 20 Transparent pockets, Legal	10		
29.	box	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	10		
30.	box	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	15		



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31.	gallon	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	7		
32.	bottle	STAMP PAD INK, purple or violet, 50ml (min.)	10		
33.	tin	AIR FRESHENER, aerosol type	3		
34.	pcs	High Back Office Chair	2		
35.	pc	Ladder 3 layer	1		
	ABC:	66,250.00			

Canvassed as:

<input checked="" type="checkbox"/>	per lot
<input type="checkbox"/>	per item

Supplier's Printed Name and Signature _____

Tel. No./Cellphone No. _____

TIN #: _____

PhilGEps Registration No. _____

NOTE: A TRANSACTION FEE OF PHP 350.00 (ADA) IS CHARGED BY DBP FOR NON-DBP ACCOUNTS AND SUPPLIERS

GISELLE JOY B. LADERA
NAME AND SIGNATURE OF CANVASSER