



## REQUEST FOR QUOTATION

Company Name/TIN: \_\_\_\_\_  
 Business Address: \_\_\_\_\_

Date: \_\_\_\_\_  
 PR No: \_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the terms and conditions stipulated, and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to [psu@dssc.edu.ph](mailto:psu@dssc.edu.ph).

**TERMS AND CONDITIONS:**

1. **Delivery period:** \_\_\_\_\_ calendar days from receipt of Purchase Order.
2. **Warranty:** 3 months for supplies & materials; 1 year for equipment from date of acceptance by the Procuring Entity.
3. **Price validity:** \_\_\_\_\_ calendar days
4. **Documentary requirements:** Mayor's Permit, SEC/DTI (PhilGEPS Reg.Cert., Omnibus Sworn Statement, ITR, if applicable)
5. The approved budget ceiling for this procurement is, **Php 98,785.00**

**RACHEL R. YONTING**  
*Procurement Service Unit Head/BAC Secretariat*

Item No.	Qty.	Unit	Item Description	Brand/Make	Unit Cost	Total Cost
			<b>Supplies and Materials</b>			
1	1	piece	Measuring Tape (100m)			
2	30	piece	Padded Stick			
3	4	tube	Shuttlecock (12pcs/tube)			
4	2	piece	Basketball Score sheet			
5	1	box	Ballpen (20 pcs per box)			
6	2	piece	Basketball Net			
7	1	piece	Basketball ball			
8	1	piece	Volleyball net			
9	1	piece	Score board			
10	2	bundle	Lawn tennis Ball (3pcs/Bundle)			
11	1	piece	Sepak Takraw Score Sheet			
12	2	bundle	Table Tennis Ball (12pcs/bundle)			
13	1	piece	Table Tennis Net			
14	6	piece	Whistle (for referee)			
15	97	piece	T-shirt			
16	10	pack	Photo paper, A4, 10 sheets			
17	20	piece	Long Folder			
18	1	box	Plastic Fastener			
19	2	piece	Crown			
20	5	meter	Insulator			
21	30	meter	Lace, blue			
22	1	piece	Tarpaulin (7x10 feet)			
23	8	piece	Plaque (7 x 10 inches)			
24	30	piece	Shawl			
25	30	piece	A4 Certificate holder			



27	6	box	Pencil (20 pcs per box)			
28	5	piece	Sharpener			
29	5	Pack	Balloons, red 12" (100pcs/pack)			
30	5	Pack	Balloons, orange 12" (100pcs/pack)			
31	5	pack	Balloons, yellow 12" (100pcs/pack)			
32	15	piece	Lumber (2x2x12)			
33	1	box	Thumbtacks (box)			
34	30	pad	Pins (pad)			
35	30	Meter	Pongee Fabric, red			
36	30	Meter	Pongee Fabric, yellow			
37	30	Meter	Pongee Fabric, orange			
38	70	Meter	Pongee Fabric, black			
39	50	Meter	Pongee Fabric, white			
40	4	Piece	Plywood (1/2 inch)			
41	1	Kilogram	Nail (#2)			
42	1	Kilogram	Nail (#2 1/2)			
43	10	piece	Styro foam (3x6)			
44	1	piece	Clay pot (24 inches diameter)			
45	1	gallon	Gas (Kerosene)			
46	5	piece	Double-sided tape (1 inch)			
47	3	piece	Scissors			
48	4	piece	Cutter			
49	2	Kilogram	Tire wire			
50	1	Roll	Tie box			
51	2	Roll	Lambo String			
52	15	Piece	String Curtain (Gold)			
53	2	dozen	Candle			
54	2	Bundle	Sliced Bamboo (Bundle)			
55	5	Piece	Whole Bamboo (12ft)			
56	4	Piece	Paint Brush			
57	10	Piece	Paint (Gold), latex			
58	6	dozen	Artificial Plastic Leaves			
59	22	Piece	Sash, silk			
60	5	Piece	Water jugs			

**Delivery Period:** \_\_\_\_\_

**Warranty :** \_\_\_\_\_

**Price Validity :** \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for delivery period, warranty, and price validity are left blank, it means that I/ We concur with the terms and conditions specified by the Davao del Sur State College (DSSC).

\_\_\_\_\_  
**Canvasser**

\_\_\_\_\_  
**Printed Name and Signature**

Contact Details:

Landline: \_\_\_\_\_

Mobile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date signed: \_\_\_\_\_