Republic of the Philippines
CENTRAL MINDANAO UNIVERSITY
Musuan, Maramag, Bukidnon

OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Procuring Entry:	CENTRAL MINDANAO UNIVERSITY	Request for Quotation (P. R. No.):			GF (NP-SMALL VALUE)- 546
Revised on:					
Standard Form / Title:	REQUEST FOR QUOTATION	Office/End-User:		GD MANAPIL	
COMPANY NAME:					
ADDRESS:					
TEL. NO./FAX NO.:		**TIN:**			

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than 02:00 p.m. of _____ in the return envelope attached, to the BAC Secretariat, CENTRAL MINDANAO UNIVERSITY, University Town, Musuan, Bukidnon.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within **30 days** upon receipt of the approved funded Purchase Order (P.O.) Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies and materials; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. **Negotiated Procurement (Small Value):**
   1. **Mayor's/ Business Permit**
   2. **Philgeps Registration (Platinum)**
   3. **Omnibus Sworn Statement**
   4. **Income/Business Tax Return**
6. Bidders shall submit original brochures of the product.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **₱ 557,320.00**

HERMIE P. PAVA
BAC Chairperson for
Goods and Services

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	ABC	UNIT PRICE	TOTAL PRICE
1	PAPER, MULTICOPY A4, 80 GSM	874	ream	200.00		
2	PAPER, MULTICOPY LEGAL, 80 GSM	936	ream	230.00		
3	PAPER, MULTIPURPOSE A4, 70 GSM	1031	ream	160.00		
4	PAPER, MULTIPURPOSE LEGAL, 70 GSM	12	ream	190.00		
	TOTAL AMOUNT:					

***Note**: The awarding for this RFO will be on per-item basis.*

Purpose: For Various units use in the University

Brand and Model : _____ Warranty : _____

Delivery Period/Term : _____ Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by CMU Bids and Awards Committee.

_____
Printed Name/ Signature/Date

NICOLE ANGELO P. RICABLANCA
Canvasser

_____
Tel. No./ Mobile No./ E-mail Address