



0-C-2025-136



Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
**OFFICE OF THE HEAD FOR PROCUREMENT**

# R E Q U E S T F O R Q U O T A T I O N

PR No: **STF-2024-10-02965 ( Page 1 of 2 )**

Canvass No: **C-2025-136**

Date: **03-03-2025**

Name of Supplier:

**Mode of Procurement : NP - Small Value Procurement**

Address of Supplier:

Delivery Period: **within 15 calendar days from receipt of P.O**

Contact No. & E-mail Address:

Deadline for Submission of RFQ: **7 Calendar days**

Item No	Articles (Complete description and specification)	Brand and Model**	ABC	Qty.	Unit	Unit Price	Total Price	<b>FOB (VSU Main, Visca, Baybay City, Leyte)</b>	Authorized By:
1	Rental Light and Sound*		35,000.00	4	sets				<b>JESSAMINE C. ECLEO</b> Head, Procurement
	xxxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxx								Canvassed By:
									<b>LESTER G. LAYOLA</b> Canvasser
									Signature of Authorized Canvasser I hereby certify that I am in a position to furnish the articles at the prices shown and in quantities called for
								(Printed Name & Signature of Supplier)	

*\*Please see attached specification*

*\*\*If item does not have a brand/model specify "brandless" or "ordinary" or the place of origin of the item or a picture of the item, whichever is convenient to you.*

End-User: DSO  
Purpose: For office use and activities

- Baybay       Ormoc       Manila
- Tacloban     Samar       Cebu
- Leyte         So. Leyte    Davao

**Instructions:**

- Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.
- Accomplish this RFQ correctly and accurately. Please put initials for erasures.
- Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documentary requirements in VSU need not to re-submit.
- Quotations that are above the set ABC or with no indicated brand and model shall be rejected.
- Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.

**Documentary Requirements:**

- Business Permit
- PhilGEPS Registration No.
- Income / Business Tax Return
- Omnibus Sworn Statement

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# **SPECIFICATION**

<b>Item #</b>	<b>Item Name</b>	<b>Remarks (from End User)</b>
1	Rental Light and Sound	
<b>Full Specification</b>  Rental light and sounds that can cost 35,000		<b>Sample Image</b>  <i>No Image Attached</i>