

Standard Form Number: SF-GOOD-60
PR Number: _____
Revised on: May 24, 2004

UNIVERSITY OF THE PHILIPPINES MINDANAO
Mintal, Tugbok District, Davao City
Fax No. (082)

Request for Quotation

Date: _____

Sir/Madam:

Please quote your lowest price on the items listed below, subject to the General Conditions stated in the attached specifications and submit your quotation duly signed by your representative to UP Mindanao.



CHERRYLYN D. CABRERA, CPDO Chief

- Notes: 1. This price quotation must be written clearly and signed by authorized signatory.
2. Delivery period must be within _____ days.
3. Price validity shall be for a period of _____ calendar days.
4. Documentary requirements must be submitted before issuance of Purchase Order.
5. Please indicate if items will be delivered to UP Mindanao or for pick up.

ITEM NO.	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL PRICE
1	Repair of Isolation Room (at the CSM Building)	1 lot		
	TOTAL			

After having carefully read and accepted your General Conditions, I/we quote you on the item at prices noted above.

Supplier: _____

Tel. No./Cellphone No. _____

Address: _____

Signature over Printed Name of Representative _____

NOTE to BIDDER: Together with this Request for Quotation (RFQ) where you shall indicate your financial bid, please submit the following documents:

1. Photocopy of Mayor's/Business Permit;
2. PhilGEPS Registration Number or Photocopy of Certificate;
3. Photocopy of Income/Business Tax Return;
4. Photocopy of PCAB license;
5. Duly-filled up Bill of Quantities (BOQ) – Blank BOQ attached;
6. Notarized Omnibus Sworn Statement – Sample Omnibus is attached;
7. Bidder's signature on every page of the attached TOR.