



Republic of the Philippines
UNIVERSITY OF RIZAL SYSTEM
Province of Rizal

Cp No. (63)918-9519618
urs.bacsecretariat2020@gmail.com

Date : MAY 16, 2025

Company/Supplier Name : _____

Address : _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your sealed quotation duly signed by your representative not later than 5/20/25 to URS SPMO, Morong Rizal.

ARIEL M. PLANTILLA, DBA
Chairperson, BAC

- NOTE: 1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 15 CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 45 CALENDAR DAYS
5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM NO.	ITEM & DESCRIPTION	QTY.	UNIT	BID PRICE	TOTAL BID PRICE
1	Transcript of Record Paper (WITHOUT boarder with URS Logo, 8.5" x 13" with watermark in front & back subs 22/24 paper)	18000	pc(s)		
2	Transcript of Record Paper (WITH boarder with URS Logo, 8.5" x 13" with watermark in front & back subs 22/24 paper)	4000	pc(s)		
	nothing follows				
	-				
	LOT ABC - Php 440,000.00				
	-				

Brand and Model : _____
Warranty : _____

Delivery Period : _____
Price Validity : _____

After having carefully read and accepted your General Condition, I/We quote you on the items at prices noted above.

CERTIFICATION

I hereby certify that I have personally conducted this canvass and that the price(s) quoted is/are true & correct and the signature of the representative of the company who submitted the quotation(s) is/are genuine.

POSTED TO PHILGEPS
Printed Name & Signature of Authorized Canvasser

Printed Name / Signature

Tel. No. / Cell phone No.

E-mail address

Date

Tin Number

URS-AF-AS-PRO-F-2017-02

Rev. 00

Effectivity Date August 15, 2017

Modified version of RFQ form
(SF-GOOD-60, May 2004)

RFQ-2025-05-0401
PR-2025-04-0962
END USER: MARLENE S. JULIAN, MM

Note: Mandatory documents
*Delivery Receipt w/ ATP Number
*Service/Billing/Sales Invoice
*Official/Collection Receipt
*Philgeps registered atleast RED membership
(Above 50k)
*Mayor's Permit
*Tax Clearance/ BIR 2303
*DTI Certificate



PURCHASE REQUEST

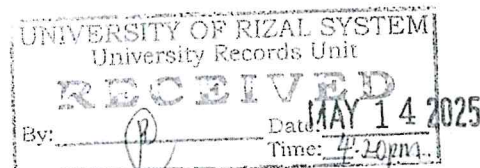
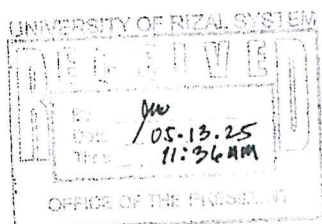
MAY 15 2025

UNIVERSITY OF RIZAL SYSTEM
(Agency)OVPAP
Date: 08 MAY 2025
270P in 9th

Department: Registration	PR. No.: 2025-04-0962	Date: 2025/04/29
Section: University Level	SAI No.:	Date:
Responsibility Center Code: 08-042-00-00000-01-02-05		

Stock No.	Unit	Item Description	Quantity	Estimated Unit Cost	Estimated Total Cost
1	pc(s)	Transcript of Record Paper (WITHOUT boarder with URS Logo, 8.5" x 13" with watermark in front & back subs 22/24 paper)	18000	P 20.00	P 360,000.00
2	pc(s)	Transcript of Record Paper (WITH boarder with URS Logo, 8.5" x 13" with watermark in front & back subs 22/24 paper)	4000	P 20.00	P 80,000.00

nothing follows



PROCUREMENT UNIT

- ☒ Included in PPMP
☐ Not Included in PPMP

Others: _____

Date: 05/08/25 Signature: _____

BUDGET UNIT

Control No. 2505055 Date 05/08/2025
 Funds Available P 440,000.00
 Chargeable to 052
 Signature _____

Purpose: For Graduation 2024-2025			TOTAL	P 440,000.00
Requested By:	Recommending Approval:	Approved By:		
Signature: _____	Signature: _____	Signature: _____		
Name: MARLENE S. JULIAN, MM	MARVIN P. AMOIN Ph. D	NANCY T. PASCUAL Ed D, RGC		
Designation: UNIVERSITY REGISTRAR	Vice President for Administration and Finance	UNIVERSITY PRESIDENT		