



Republic of the Philippines
UNIVERSITY OF RIZAL SYSTEM
Province of Rizal

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

Date : Jan. 28, 2026

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 2/2/26 to URS SPMO, Morong Rizal.

ARIEL M. PLANTILLA, DBA

Chairperson, BAC

NOTE: 1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 20 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 | <i>Printing of revised student handbook</i> | 2650 | pc(s) | | |
| | *** <i>nothing follows</i> *** | | | | |
| | - | | | | |
| | LOT ABC - Php 61,506.50 | | | | |
| | - | | | | |

Brand and Model : _____ Delivery Period : _____
Warranty : _____ 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.

Printed Name / Signature

Tel. No. / Cell phone No.

E-mail address

Date

Tin Number

POSTED to PHILGEPS

Printed Name & Signature of Authorized Canvasser

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

Rev. 00

Effectivity Date August 15, 2017

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

Note: Mandatory documents
*Delivery Receipt w/ ATP Number

RFQ-2026-01-0042
PR-2026-01-0044
END USER: MARIE CHELKA G. SAN JOSE

*Service/Billing/Sales Invoice

*Official/Collection Receipt

*Philgeps registered atleast RED membership
(Above 50K)

*Mayor's Permit

*Tax Clearance/ BIR 2303

*DTI Certificate

PROCUREMENT UNIT



Date: JAN 21 2026

JAN 21 2026
4.20pm

PURCHASE REQUEST

UNIVERSITY OF RIZAL SYSTEM
(Agency)

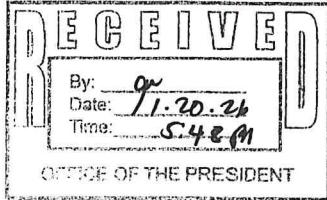
OVPAF

Date: 20 JAN 2026
7.29 98

| Department: | Student Development Service - Tanay Campus | PR. No.: 2026-01-0044 | Date: 2026/01/14 | | |
|---|--|--------------------------------------|------------------|---------------------|----------------------|
| Section: | Tanay | SAI No.: | Date: | | |
| Responsibility Center Code: 08-042-00-00000-01-05-01-21 | | | APP code: BG-057 | | |
| Stock No. | Unit | Item Description | Quantity | Estimated Unit Cost | Estimated Total Cost |
| 1 | pc(s) | Printing of revised student handbook | 2650 | P 23.21 | P 61,506.50 |

nothing follows

UNIVERSITY OF RIZAL SYSTEM



OFFICE OF THE PRESIDENT

PROCUREMENT UNIT

Included in PPMP
 Not Included in PPMP

Others:

Date: 1/14/26 Signature:

BUDGET UNIT

Control No. 2601016 Date 01/15/2026

Funds Available P 61,506.50

Chargeable to 052

Signature

| Purpose: | TOTAL | | |
|-------------|----------------------------|---|----------------------------|
| Purpose: | Requested By: | Recommending Approval: | Approved By: |
| Signature: | | | |
| Name: | MARIE CHELKAG. SAN JOSE | MARVIN P. AMOIN Ph. D | NANCY T. PASCUAL Ed D, RGC |
| Designation | ADMINISTRATIVE OFFICER III | Vice President for Administration and Finance | UNIVERSITY PRESIDENT |