University of California, Davis **Request for Quotation**

This request is for a quotation only. This is not a purchase order, nor is it a promise of a purchase order.

To be used by departments only for low value, delegated purchases. Any necessary Requests for Quotations for purchases above the department's delegation will be processed by Procurement & Contracting Services.

Any deviation from the specifications must be identified and fully described. The right is reserved to accept or reject quotations on each item separately, or as a whole, and to waive any irregularities in the quotation which may or may not render the proposal non-responsive.

Standard Terms and Conditions (http://www.ucop.edu/procurement-services/policies-forms/index.html) apply.

UCD Contact Information				
Department:				
	T			
	E. N			
Respond by E-mail or Fax no later than:				
Item Information				
Item Description	Quantity	Unit of Measure	Unit Price	Item Total
Warranty Period			Subtotal:	
Parts:			Tax:	
Labor:			Freight	
Where will repairs be performed? On Site Factor	У		Total:	
Shipping				
F.O.B. Point:	: Carrier:			
Delivery Time: Shipment Weight:				
Vendor Information				
Name:			FEIN #:	
Quoted By:	E-mail:		_	
Address:				
City:	State:		Zip:	
Phone No.:	Fax No.:			
Quote Expires:	Payment Terms:			

Authorized Vendor Signature: