Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Obrero Campus, Bo. Obrero Davao City
PROCUREMENT UNIT
Request for Quotation

PR No. 2019-07-0654
Date: July 16 2019

Company Name : _____
Address: _____

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith

REYNILO D. GARCIA
Bac Chairman

Note :
1. All entries must be typewritten.
2. Delivery Period within _____ calendar days upon receipt of Purchase Order.
3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
4. Price validity shall be a period of 30 calendar days.
5. G-EPS Registration Certficate shall be attached upon submission of the Quotation.
6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
7. Mode of delivery: [ ] Pick-up (Schedule) [x] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	BID PRICE	
				UNIT PRICE	TOTAL AMOUNT
1	units	UPS, 1000 VA	8		
2	carts	188 ink cyan for WF-7611 (EPSON)	5		
3	carts	188 ink magenta for WF-7611 (EPSON)	5		
4	carts	188 ink yellow for WF-7611 (EPSON)	5		
5	bottles	INK CART, EPSON-M200, black	37		
6	units	KEYBOARD, WIRELESS black	10		
7	units	MOUSE, WIRELESS black	10		
8	units	Refill rolls (PC-402F) for Brother Fax machine FAX-878	2		
9	carts.	TONER CARTRIDGE, for (Gestener 2501)	6		
		*** NOTHINGS FOLLOWS ***			

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

Canvassed By:

_____
Authorized Canvasser

_____
Printed Name / Signature

_____
Tel. No. / Cellphone No.

_____
TIN No. of Establishment

_____
Date