



Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
 Obrero Campus, Obrero Davao City
Office of the University Registrar
Request for Quotation

Company Name : _____
 Address: _____

PR # 2019-08-0894
 Date: 24 Aug 2019

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

REYNILDO GARCIA
 BAC Chairman

RSG/RS

- Note :**
- All entries must be typewritten.
 - Delivery Period within _____ calendar days upon receipt of Purchase Order.
 - 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.
 - Price validity shall be a period of 30 calendar days.
 - G-EP8 Registration Certificate shall be attached upon submission of the Quotation.
 - Bidders shall submit Original Brochures showing certification of the product being offered (optional).
 - Mode of delivery: [] Pick-up (Schedule) [x] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	Bid Price	
				Unit Price	Total Cost
1	unit	PRINTER , with the following basic specs: ink tank variant, network connectivity, ADF scanner and 2-line LCD screen, High-yield pigment ink bottles, Bi-directional printing, Uni-directional printing, Approx. 34 ppm (Black draft), 1440 dpi x 720 dpi (with Variable-Sized Droplet Technology) ***** nothing follows *****	5		

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

Car/Vassed By: _____

Authorized Canvasser

Printed Name / Signature

Tel. No. / Cellphone No.

TIN No. of Establishment

Form No. : PM-USEP-PUR-05
 Issue Status : 01
 Revision No. : 00
 Date Effective : 10 October 2016
 Approved by : President

Date