UNIVERSITY OF SOUTHEASTERN PHILIPPINES

Obrero Campus, Bo. Obrero Davao City

College of Information and Computing

Request for Quotation

Company Name : _____

Address: _____

P.R.: 2020-11-2234

Dated: ~~Nov. 12, 2020~~ 16 Nov. 2020

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

DR. 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	unit	**PRINTER**, print, scan, copy, ADF and FAX, Nozzle configuration:180 nozzles black, 89 nozzles per cplour (cyan, magenta, yellow and black), Automatic 2-sided Printing: YES (up to A4), Scanner type: Flatbed colour image scanner, ADF Function, CIS, Optical Resolution: 1200 x 2400 dpi	2		
2	unit	**LAPTOP Memory**, 8GB DDR4 PC4-2400T laptop RAM	2		
3	unit	**External Hard Drive**, USB 3.0,1tb	6		
		xxx nothing follows xxx			

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

_____
Printed Name / Signature

_____
Tel. No. / Cellphone No.

_____
TIN No. of Establishment

_____
Date

Canvassed By:

_____
Authorized Canvasser