



Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
 Obrero Campus, Bo. Obrero Davao City
UNIVERSITY LIBRARY RESOURCE CENTER
REQUEST FOR QUOTATION

Company Name : _____
 Address: _____

Date: 10-10-19
 P.R. No.: 2019-10-1157

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. REYNILON GARCIA
 SAC CHAIR

x 10/14/19

- 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 Certificate 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) [] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	BID PRICE	
				UNIT PRICE	TOTAL AMOUNT
1	cart	Toner for Photocopy machine CYAN Ineo Develop +224e	2		
2	cart	Toner for Photocopy machine Black Ineo Develop+224e	2		
3	bot.	Toner for Photocopy machine MAGENTA Ineo Develop +224e	2		
4	bot.	Toner for Photocopy machine YELLOW Ineo Develop +224e	2		
		nothing 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
