Republic of the Philippines

UNIVERSITY OF SOUTHEASTERN PHILIPPINES

Obrero Campus, Bo. Obrero Davao City

PROCUREMENT UNIT

Request for Quotation

PR NO.: 2019-10-1176
DATE: October 15, 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 of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith

REYNILO R GARCIA
BAC Chairman

10/15/19

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 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	cart	INK CART, EPSON C13T664100 (T6641), Black, Genuine	157		
2	cart	INK CART, EPSON C13T664200 (T6642), Cyan, Genuine	164		
3	cart	INK CART, EPSON C13T664300 (T6643), Magenta, Genuine	177		
4	cart	INK CART, EPSON C13T664400 (T6644), Yellow, Genuine	174		
5	cart	INK CART, HP CZ107AA, (HP678), Black, Genuine	30		
6	cart	INK CART, HP CZ108AA, (HP678), Tricolor, Genuine	30		
7	cart	Laser printer toner/ink, Cyan (HP MFP M176n), Genuine	10		
8	cart	Laser printer toner/ink, Magenta (HP MFP M176n), Genuine	10		
9	cart	Laser printer toner/ink, Black (HP MFP M176n), Genuine	10		
10	cart	Laser printer toner/ink, Yellow (HP MFP M176n), Genuine	10		
11	box	Typewriter Ribbon Black	1		
		Nothing Follows*			
			GRAND TOTAL		

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

_____
Printed Name / Signature

Canvassed By:

_____
Tel. No. / Cellphone No.

_____
TIN No. of Establishment

_____
Authorized Canvasser

_____
Date