

Republic of the philippines Unitersity of Southeastern Philippines Obrero Campus, Bo. Obrero Davao City Office Of the President



Request for Quotation

TOTAL				xxx nothing follows xxx	1 pcs Newsletter: 9x12, 15 pages, Matte 80lbs, Full 2,000 Color, including the layouting services	Item No. Unit ITEM AND DESCRIPTION QUANTITY UNIT PRICE	 Delivery Period withincalendar days upon receipt of Purchase Order. 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 for a period of 30 calendar days. G-EPS 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 		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	PR #: // Company Name : Date:
After having carefully read and accepted your General Condition, I / We quote you on the item at prices noted above	TOTAL				2,000	-	hase Order. Ils, one (1) year for equipment fro Quotation. Yuct being offered (optional).	DR. REYN	seneral Condition on the last page	PR#.// Date:
em at prices noted above. Printed Name / Signature						TOTAL AMOUNT	m date of acceptance by	DR. REVNILOGO. GARCIA BACCHEJMAN 1 10 10000	, stating the shortest time of in the return envelope	-10 Jan 2020:

Date



PURCHASE REQUEST

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Fund Cluster:

Office/Section : Administration	n: stration	PR No.: 2020 - 01 - 1442 Responsibility Center Code:		Date: 10 Jhw 2020	2020
Stock/	Unit	Item Description	Ougntity	Approved Budget Cost (ABC)	get Cost (ABC)
Property No.		7.00	Comment	Unit Cost	Total
د ـر	pc.	Newsletter: 9x12, 15 pages, Matte 80lbs, Full Color, including the layouting services	2,000	30.00	60,000.00
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				TOTAL	60,000.00
Purpose:	Purchase of	Purchase of the 2019 Annual Report			
Signature :	Reque	Requested by:	Approved by:	1 2 1	
Printed Name :	••	DR. ANNE MARIE ENNIFER E. ELIGIO	MA.	W S	ILLIAN
Designation :		PAD Director	VP.	VP/for Administration	ation
Form No.	:FM-USe	:FM-USeP-PUR-05			

Issue Status :01
Revision No. :00
Date Effective :10 October 2016
Approved by :President

for PhilGEPS Posting