Republic of the philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Obrero Campus, Bo. Obrero Davao City
Office of the Vice President for Academic Affairs

Request for Quotation

PR # 2020-03-1952
Date: _____

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 Q. GARCIA
BAC CHAIR
3/10/2020

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) [x] Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	pax	AM Snacks	200		
2	pax	LUNCH	200		
3	pax	PM Snacks	200		
4	Unit	Function Hall (good for 200 pax)	1		
		for University Academic Council on March 20, 2020			
		nothing follows			

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.

_____
Authorized Canvasser

_____
TIN No. of Establishment

_____
Date