

Republic of the Philippines  
**UNIVERSITY OF SOUTHEASTERN PHILIPPINES**  
 Obrero Campus, Bo. Obrero Davao City  
 PROCUREMENT UNIT  
**Request for Quotation**

PR #: 2019-08-0865  
 Date: Aug. 23, 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 D. GARCIA  
 BAC Chairman  
 6 42:15

- 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-EP8 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.	UNIT PRICE	BID PRICE TOTAL AMOUNT
1	cart	TONER (for Lexmark CX510 Series) / Cyan	2		
2	cart	TONER (for Lexmark CX510 Series) / Magenta	2		
3	cart	TONER (for Lexmark CX510 Series) / Yellow	2		
4	cart	TONER (for Lexmark CX510 Series) / Black	2		
		*****NOTHING FOLLOWS*****			

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

Carvised By: \_\_\_\_\_  
 Printed Name / Signature

Tal. No. / Cellphone No. \_\_\_\_\_

Authorized Carvisser  
 \_\_\_\_\_

TIN No. of Establishment \_\_\_\_\_

Date \_\_\_\_\_