Republic of the Philippines

UNIVERSITY OF SOUTHEASTERN PHILIPPINES

Obrero Campus, Bo. Obrero Davao City

PROCUREMENT UNIT

Request for Quotation

PR NO.: 2020-09-2134

DATE: September 21, 2020

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 B. GARCIA
BAC Chairman

22 Sept. 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.	BID PRICE	
				UNIT PRICE	TOTAL AMOUNT
1	cart	INK CARTRIDGE , HP 680, tri-color, genuine	10		
2	cart	INK CARTRIDGE , HP 680, black, genuine	10		
3	cart	INK CARTRIDGE, HP 932XL, black, genuine	10		
4	cart	INK CARTRIDGE, HP 933XL, magenta, genuine	10		
5	cart	INK CARTRIDGE, HP 933XL, cyan, genuine	10		
6	cart	INK CARTRIDGE, HP 933XL, yellow, genuine	10		
7	cart	INK CARTRIDGE, CANON PIXMA, CL-741, genuine	12		
8	cart	INK CARTRIDGE, CANON PIXMA, PG-740, genuine	12		
9	bottle	INK, EPSON -003, black, genuine	50		
10	bottle	INK, EPSON -003, cyan, genuine	20		
11	bottle	INK, EPSON -003, magenta, genuine	20		
12	bottle	INK, EPSON -003, yellow, genuine	20		
13	bottle	INK, EPSON-T6641, black, genuine	4		
14	bottle	INK, BROTHER BT D60, black	4		
15	bottle	INK, BROTHER BT5000, magenta	4		
		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

_____
Tel. No. / Cellphone No.

_____
TIN No. of Establishment

_____
Date

Canvassed By:

_____
Authorized Canvasser