Republic of the philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Obrero Campus, Bo. Obrero Davao City
COLLEGE OF EDUCATION

REQUEST FOR QUOTATION

Company Name : _____
Address: _____

P.R# 2020-10-2170
Date: 10-09-2020

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

DR. REYNILO T. GARCIA
BAC, Chairman

11 Nov. 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	units	FILING CABINETS, 4 DRAWERS, CREAM COLOR	10		
2	units	3 LAYER SLIDING GLASS DOOR CABINET, OFFICE PARTITION CUSTOMIZED	2		
3	units	STEEL CABINET, SMALL 3 DRAWERS, GRAY ON WHEELS	45		
4	units	STEEL CABINET, 4 DRAWERS	2		
5	units	5 LAYER SLIDING GLASS DOOR CABINET OFFICE PARTITION	1		
		xxxxxx Nothing Follows xxxxxx			

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