Republic of the Philippines

UNIVERSITY OF SOUTHEASTERN PHILIPPINES

Obrero Campus, Bo. Obrero Davao City

PROCUREMENT UNIT

Request for Quotation

PR NO.: 2020-11-2262

DATE: November 26, 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

REYNELO D. GARCIA
BAC Chairman

27 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	pcs	128gb high speed memory card (sd card with adaptor)	3		
2	pcs	ink cart. PG 831 (Black)	15		
3	pcs	ink cart. CL-831 (dye c/m/y)	15		
		NOTHING TO FOLLOW			
			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

Canvassed By:

Tel. No. / Cellphone No.

Authorized Canvasser

TIN No. of Establishment

Date