

Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
 Obrero Campus, Bo. Obrero Davao City
HUMAN RESOURCE MANAGEMENT DIVISION
Request for Quotation

Company Name: _____
 Address: _____

PR # 2019-10-1173
 Date: 19 Oct. 19

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.


REYNOLD S. GARCIA
 BAC Chairman

- 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-EPIS 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
		November 4, 2019 (Monday)			
1	pax	AM and PM Snacks and Lunch with Function Room	105		
2	pax	Dinner	5		
		November 5, 2019 (Tuesday)			
4	pax	AM and PM Snacks and Lunch with Function Room	105		
5	pax	Room for quadruple occupancy with breakfast	1		
6	pax	Room for single occupancy with breakfast	1		
		XXXXXXXXXXXXXXXXXXXX			
		(Note: Unlimited coffee/tea/choco)			

Canvassed By: _____
 Authorized Canvasser

 Printed Name / Signature

 Tel. No. / Cellphone No.

 TIN No. of Establishment

 Date