

Republic of the Philippines  
**UNIVERSITY OF SOUTHEASTERN PHILIPPINES**  
 Obrero Campus, Bo. Obrero Davao City  
 International Affairs Division  
**Request for Quotation**

PR# 2019-10-1284  
 Date: 21 Oct. 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

  
**DR. REYNIL D. GARCIA**  
 BAC Chairman

*8/10/2019*

- 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	CX510de Black high yield toner cartridge	6		
2	pcs	CX510de Cyan high yield toner cartridge	6		
3	pcs	CX510de Magenta high yield toner cartridge	6		
4	pcs	CX510de Yellow high yield toner cartridge	5		
*****nothing follows*****					

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

Canvassed By: \_\_\_\_\_  
 \_\_\_\_\_  
 Authorized Canvasser

\_\_\_\_\_  
 Printed Name / Signature  
 \_\_\_\_\_  
 Tel. No. / Cellphone No.  
 \_\_\_\_\_  
 TIN No. of Establishment  
 \_\_\_\_\_  
 Date