

Republic of the Philippines  
**UNIVERSITY OF SOUTHEASTERN PHILIPPINES**  
 Obrero Campus, Bo. Obrero Davao City  
 Obrero Campus Student Council - Executive Committee  
**REQUEST FOR QUOTATION**

Company Name : \_\_\_\_\_  
 Address: \_\_\_\_\_

QR#: 2019-11-1478  
 Date: 19-11-19

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

DR. REYNILLO GARCIA  
 BAC Chairman

x 11/21/19

- 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	pc	BGP-28 Photocopier Toner	1		
2	bottle	Printer Ink Refill (Cyan), branded	2		
3	bottle	Printer Ink Refill (Magenta), branded	2		
4	bottle	Printer Ink Refill (Yellow), branded	2		
5	bottle	Printer Ink Refill (Black), branded	2		
6	Pc	External Hard Drive, 1 TB	1		
7	Pcs	Computer Keyboard, with USB connector	2		
8	Pcs	Computer Mouse with cord	2		
9	Pc	HDMI wire, 1m	1		
10	Pc	HDMI-VGA Converter	1		
11	Unit	LCD Projector, branded	1		
12	Pc	Projector White Screen	1		
13	Unit	Portable Speaker, with wireless microphone	1		
14	Pc	Voice Recorder, with SD Card	1		
15	Unit	Printer with scanner	1		
		**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