



****Mandatory to fill in****

COMPANY NAME:	Quotation No. 20-367-12
ADDRESS:	Purchase Request No. G-2020-12-0687
CONTACT No.	Purpose: for University Use
TIN No.	ABC: 375,000.00
PhilGEPS Registration No.	Delivery Period: 7 Calendar Days upon receipt of Purchase
EMAIL ADDRESS:	Order

1. Please quote your lowest price on the item/s listed below comprising the necessary taxes.
2. It is mandatory to indicate the brand and/or model of the items being offered and to attach a brochure thereof whenever applicable
3. Indicate the warranty period in cases of equipment or whenever applicable.
4. Forthwith submit the accomplished quotation duly signed by your representative.
5. Suppliers are required and mandated to attach and submit the following documentary requirements:
a) Valid Mayor's/ Business Permit; b) BIR Certificate of Registration; c) Authority to Print Receipt; d) DTI/SEC Registration; e) PhilGEPS Membership Certificate; and f) PCAB License in cases of Infrastructure projects.
6. All items must conform with the internationally accepted standard and sub-standard items shall not be accepted.

ITEM NO.	ITEM & SPECIFICATION	QTY/UNIT	BRAND & MODEL OFFERED	UNIT PRICE	TOTAL PRICE
1	2021 Planner	1500 pcs			
	Size: 6.5"x8.5"				
	Page: 165				
	Process: Offset				
	Paper Cover: C2S #100				
	Inside: Book #50				
	Color Cover: 4 Colors				
	Inside: 4 Colors				
	Finish: Hardbound				
	Please attach brochure or sample picture of the said item/s				

Accomplished by:

By the authority of the University President.

Supplier's Representative
(Print name and Signature)

ASSOC. PROF. JOSEPH ROY F. CELESTINO
BAC Chairman

Date Accomplished : _____

Canvassed by:

Name and Signature