



REQUEST FOR QUOTATION

Company Name/TIN: _____
 Business Address: _____

Date: July 18, 2023
 PR No: 2023-06-0321

Please quote your lowest price on the item/s listed below, subject to the terms and conditions stipulated, and submit your quotation duly signed by your representative not later than **July 21, 2023; 05:00 P.M.** in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to psu@dssc.edu.ph.

TERMS AND CONDITIONS:

1. **Delivery period:** 15 calendar days from receipt of Purchase Order.
2. **Warranty:** 3 months for supplies & materials; 1 year for equipment from date of acceptance by the Procuring Entity.
3. **Price validity:** 120 calendar days
4. **Documentary requirements:** PhilGEPS Reg. Cert., Mayor's Permit, SEC/DTI (Omnibus Sworn Statement, ITR, if applicable)
5. The approved budget ceiling for this procurement is, **Php 63,000.00**

RACHEL R. YONTING
 Procurement Service Unit Head/BAC Secretariat

Item No.	Qty.	Unit	Item Description	Brand/Make	ABC per Item	Unit Cost	Total Cost	
1	12	Cartridge	DP Black Ink G14		1,500.00			
2	5	Roll	DP Master Roll DRG-20 B4		6,000.00			
3	50	Ream	Mimeo Paper White Wove (Legal)		300.00			
GRAND TOTAL:								

Delivery Period: _____
 Warranty : _____
 Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for delivery period, warranty, and price validity are left blank, it means that I/ We concur with the terms and conditions specified by the Davao del Sur State College (DSSC).

 Canvasser

 Printed Name and Signature

Contact Details:

Landline: _____

Mobile No. _____

E-mail address: _____

Date signed: _____