



Republic of the Philippines
Cebu Normal University

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Supply Office

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REQUEST FOR QUOTATION

CANVASS No. : 23-05-383 **Name of Supplier/Company :** _____
Advertisement No. _____ **Company Address/Tel./Fax#.:** _____
Purchase Request No. 23-05-383 **Philgeps Registration No. :** _____
BIR Tin No. _____ **DBP Bank Account(No Bank Charge):** _____
If none DBP Bank Account, Charges May Apply to Suppliers Account

Gentlemen:

Please quote your lowest price on the item/s listed below this page stating the shortest time of delivery and submit your quotation duly signed by your representative not later than May 12, 2023.

DIOSDADO B. CENIZA
Supply Officer

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	300	pcs	Layout and high quality printing of the 2022 CNU Annual Report		
			>A4 size		
			>76 pages including cover		
			>full color cover and inside pages		
			>full color glossy cover C2S 200		
			>inside pages matte coated 70		
			>color 414		
			>soft copies and content to be provided		
			>embossed front cover		
			>perfect binding		
			>design and layout of cover and pages		

- NOTE :**
1. DELIVERY PERIOD IS WITHIN _____ CALENDAR DAYS.
 2. 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.
 3. PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS.
 4. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT.
 5. THIS FORM SHALL BE ENCLOSED IN AN ENVELOPE AND SEALED BY THE BIDDER HIMSELF.

After having carefully read and accepted your General Conditions, I / We quote you on the items at prices written above.

_____ **Printed Name / Signature of Supplier / Contractor**
 _____ **Date**

_____ **Canvasser Signature**



Certification Date: 1 February 2021
 Recertification due date: 24 January 2024 For verification of the certificate please access www.gcl-intl.com (Certification check and type the registration number)

SDF-USO-206-003-01

