



## Cebu Normal University

Osmeña Blvd., Cebu City, 6000, Philippines

### Supply Office

Telephone No.: (+63 32) 254 1452 loc. 131

Email: [supplyofficer@cnu.edu.ph](mailto:supplyofficer@cnu.edu.ph)

Website: [www.cnu.edu.ph](http://www.cnu.edu.ph)

### REQUEST FOR QUOTATION

**CANVASS No. :** 23-05-415

**Advertisement No.** \_\_\_\_\_

**Purchase Request** \_\_\_\_\_

**No.** \_\_\_\_\_

**23-05-415**

**Name of Supplier/Company :** \_\_\_\_\_

**Company Address/Tel./Fax#.:** \_\_\_\_\_

**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 30, 2023.

**DIOSDADO B. GENIZA**  
Supply Officer

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	1500	pcs	Archives Box (with cover)		
			Body:		
			Height: 25 1/2cm		
			Length: 40 cm		
			Width: 15 1/2cm		
			Cover:		
			Height: 5 1/2cm		
			Length: 41 1/2 cm		
			Width: 15 1/2cm		

**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.**

\_\_\_\_\_  
**Canvasser Signature**

\_\_\_\_\_  
**Printed Name / Signature of Supplier / Contractor**

\_\_\_\_\_  
**Date**



Certification Date: 1 February 2021  
 Recertification due date: 24 January 2024 For verification of the certificate please access [www.gci-inf.com](http://www.gci-inf.com) (Certification check and type the registration number)

**SDF-USO-206-003-01**

