



Republic of the Philippines
Cebu Normal University

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Procurement Unit

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REQUEST FOR QUOTATION

CANVASS No. : 23-06-482

Advertisement No. _____

Purchase Request No. 23-06-482

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 June 23, 2022.

Honey Grace M. Irizari
HONEY GRACE M. IRIZARI
 Focal Person for Procurement Activities

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	1	LOT	USE OF FUNCTION ROOM WITH FOOD MEALS FOR 50 PAX ON JUNE 27, 2023		
			INCLUSIVE OF :		
			>LUNCH AND PM SNACKS		
			>FUNCTION ROOM WITH AIRCONDITIONER AND GOOD INTERNET CONNECTION, OVERHEAD PROJECTORS AND EXTENSION OUTLETS, PA SYSTEM, WHITEBOARD, WORKING SPACE, WELCOME TARPULIN, WRITING PADS WITH PENCIL		
			>FOOD MEALS FOR THE PARTICIPANTS INCLUSIVE OF PM SNACKS WITH FREE FLOWING COFFEE AND LUNCH WITH 4 COURSES MENU, 1 DESSERT, RICE AND DRINK		

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

SDF-USO-206-003-01



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



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