



Republic of the Philippines
Cebu Normal University

Osmeña Blvd., Cebu City, 6000, Philippines

Procurement Unit

Telephone No.: (+63 32) 254-6813
 Temporary Email: irizari@cnu.edu.ph
 Website: www.cnu.edu.ph

REQUEST FOR QUOTATION

CANVASS No. : 23-06-512
 Advertisement No. _____
 Purchase Request No. 23-06-512

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 July 7, 2022.

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

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	50	pcs	Customized Clear Acrylic Paper Weight >round shape >with back to back CNU and CTE logo >with box and blue ribbon >2 layer 1.5mm		
	100	pcs	Solid Hard Cover Customized Notebooks >A5 size >with CNU and CTE logo printed in the cover >Cover color: blue >80-90 pages with 90 gsm paper		

- NOTE :**
1. DELIVERY PERIOD IS WITHIN _____ CALENDAR DAYS.
 2. WARANTY 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**

SDF-USO-206-003-01

Certification Date: 1 February 2021
 Recertification due date: 24 January 2024
 For verification of the certificate please access www.gci-uk.com (Certification check and type the registration number)
 Registration No. 52Q18778

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