



Procurement Unit

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

REQUEST FOR QUOTATION

CANVASS No. : 23-07-533
 Advertisement No. _____
 Purchase Request No. 23-07-533

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 13, 2022.

HONEY GRACE M. IRIZARI
 Focal Person for Procurement Activities

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	2	pcs	PRINTER >w/ scanner >color inkjet printer >>wireless all-in-one printer >Auto Document Feeder >Auto 2-sided printing >Wireless and Wi-Fi Direct >Smartphone / Tablet printing >Individual ink cartridges >1.4" color LCD		
	2	pcs	PORTABLE SCANNER >desktop sheet-fed scanner >simplex/duplex >hi-speed USB 2.0 (USB 3.0 bus power also supported) >feed tray closed (285 x 95 x 40 mm) >feed tray open (285 x 257 x 174 mm) >600 dpi resolution >led (green, red and blue)		

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.nl.com (Certification check and type the registration number)



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