



## REQUEST FOR QUOTATION

CANVASS No. : 23-11-866

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

Purchase Request No. 23-11-866

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 November 14, 2023.

**HONEY GRACE M. IRIZARI**  
 Focal Person for Procurement Activities

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	200	pcs	Customized Mug >4" inches height x 3" inches diameter >Material: Ceramic >with CNU Logo >Color: White with box		
	200	pcs	Customized Training Fan >Fan diameter: 9.75 inches >Pouch size: 3.5 x 3.75 inches >Color: Assorted (Yellow, White, Green) >with CNU Logo		
	300	pcs	Customized Ballpen >size: 16 x 5 x 2 cm >weight: 0.043 >Retractable pen >Color (100 pcs Red, 100 pcs Blue, 100 pcs Black)		
	160	pcs	Customized Notebook >with CNU Logo >Page size: A5 >smooth to write on >Thick cover page >Color : Assorted (Black, Blue, Yellow, Red, Brown)		

### 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-ukas.com (Certification check and type the registration number)



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