



OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Project : **Supply and Delivery of Risograph and Photocopier Machine to be used at DEPED-Division, City of San Fernando, Pampanga**

Location of the Project : **DepEd-Division of CSFP**

REQUEST FOR QUOTATION
(FM-CSFP-CGSO-39; Revision No. 01;06/23/14)

Date : **December 14, 2016**
Quotation No. : **ES-01-16-3094**

Company Name

Address

Please quote your lowest price on the item(s) listed below and submit your quotation duly signed by your representative not later than **December 22, 2016 at 10:00 AM at CGSO-Building, New Public Market, City of San Fernando, Pampanga.**

Canvassed by:

Approved by:

ABIGAIL P. YALUNG
Administrative Aide I

ENGR. MICHAEL N. QUIZON, JR.
BAC Chairman

- NOTE:
- 1 ALL ENTRIES MUST BE READABLE
 - 2 DELIVERY PERIOD WITHIN _____ CALENDAR DAYS
 - 3 WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
 - 4 PRICE VALIDITY SHALL BE FOR A PERIOD OF SIXTY (60) CALENDAR DAYS

ITEM NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL
1	1.00	pc.	Risograph Machine	_____	_____
2	1.00	pc	Photocopier Machine	_____	_____
			xxxxxx Nothing follows xxxxxx		
			TOTAL AMOUNT :		P _____

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

Printed Name / Signature

Tel No. / Cellphone No.

Date