



**Procurement of Materials for Consolidation of Budgetary Requirements**

Camarines Sur Polytechnic Colleges  
 Nabua, Camarines Sur

Request for Price Quotation

Date: July 27, 2018  
 Quotation No.: **256-07-18**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the General conditions on the last page, starting the shortest time of delivery and submit your quotation duly signed by your representative not later than **July 27, 2018** in the return envelope attached herewith.

  
**FERDINAND B. VALENCIA**  
 BAC Chairman

Note:

1. All entries must be typewritten/handwritten.
2. Delivery period within **15 calendar days**.
3. Warranty shall be for a period of **3 months for supplies and 1 year for equipment** from date of acceptance by the College.
4. Posting of performance bond is required before delivery of the items/goods.
5. Price validity shall be for a period of 15 calendar days.
6. Payment shall be by check after acceptance of deliveries and final inspection.
7. Approved Budget for the contract (ABC) **₱ 29,250.00(inclusive of tax)**.

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Laminating Film	10 box		
2	Specialty Paper	50 packs		
3	A4 Bond Paper	75 reams		
4	Spiral Ring	50 lot		
5	Photopaper	50 pax		
6	Index Tabs	25 box		
	<p><i>Note:</i></p> <p><b>No partial delivery.</b></p> <p><b>Kindly submit the following:</b></p> <ul style="list-style-type: none"> <li>• <b>Company profile</b></li> <li>• <b>Mayors permit</b></li> <li>• <b>Certification of PHILGEPS registration.</b></li> <li>• <b>Income Business Tax Return</b></li> <li>• <b>Omnibus Sworn Statement( for the winning bidder)</b></li> </ul> <p>You can reach us at:            Tel: 288-4421 local 103 &amp; 113 Email: Fax:288-4425            Look for: Marites A. Bernal            Admin. Officer IV - Procurement Officer designate</p>			

Brand & Model : \_\_\_\_\_  
 Delivery Period: \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_

After having carefully read and accepted your general conditions, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name/Signature

\_\_\_\_\_  
 Tel. No./ Cellphone No./ E-mail Address

\_\_\_\_\_  
 Date