

Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon

REQUEST FOR QUOTATION

OFFICE SUPPLIES AND INSTRUCTIONAL MATERIALS (CAM)

Purchase Request No. <u>2023-06-1414</u>
Approved Budget for the Contract: <u>₽</u> 66,500.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <u>Office Supplies and Instructional Materials (CAM)</u> to apply the sum of <u>Sixty-Six Thousand and Five Hundred Pesos Only (£ 66,500.00)</u> inclusive of VAT, being the <u>Approved Budget for the Contract (ABC)</u>, details as follows:

Qty.	Unit	ITEM/S DESCRIPTION		
5	pack	Laminating film long -125 microns		
		100 pcs/pack		
5 pack Laminating film A4 -125 microns		Laminating film A4 -125 microns		
		100 pcs/pack		
5	pcs.	Extension wire heavy duty -10 meters		
9	pcs.	Universal adaptor		
5	pcs.	HDMI Cable for LCD DVD HDTV 1.5m		
5	pcs.	HDMI Cable for LCD DVD HDTV 3m		
5	pcs.	Toner - hp laser jet 56A		
5	pcs.	Scissors heavy duty		
1	pc.	Electric engraving/carving pen plotter		
3	pcs.	3-layer file/document rack for desk		
10	pcs.	Trodat ink black		
20	bottle	Ink - epson 003-black		
10	bottle	Ink - epson 003-yellow		
10	bottle	Ink - epson 003-cyan		
10	bottle	Ink - epson 003-magenta		
10	pcs.	Laser presenter		

1. The quotation must be submitted (can also be send thru email at the contact details listed below) or to the Office of the Procurement Office/Bids and Awards Committee, Southern Luzon State University, 2nd Flr. Hermano Puli Building, and shall be received by the Committee.

E-mail: slsuprocurement2021@gmail.com

2. The SLSU reserves the right to reject any or all quotations and/or proposals and waive any formalities/informalities therein and to accept such bids it may consider as most advantageous to the agency and to the government. Southern Luzon State University SLSU neither assumes any obligation for whatsoever losses that may be incurred in the preparation of bids, nor does it guarantee that an award will be made.

Samuel T. Sacopla

Head, Procurement office ***
Southern Luzon State University

Lucban, Quezon

Tel. No.: (042)540-6519



Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon

REQUEST FOR QUOTATION

REGOLOT FOR GOOTATION									
Office/En	d-User:		Da						
COMPANY NAME:					No.: 2023	-06-1414			
ADDRESS :									
TEL. NO	TEL. NO./FAX NO.:								
Please quote your lowest price on the item(s) listed below, subject to the Terms & Conditions stated below and submit your quotation duly signed by your representative not later than of in the return envelope attached herewith to the Procurement office.									
TERMS and CONDITIONS 1. All entries must be typewritten or legibility written. 2. Delivery period within upon conforme of the approved Purchase Order (P.O). Administratitive penalties to Sec. 69 of the Revised IRR-RA 1984 shall be imposed for non-delivery without volid reason. 3. Warranty shall be for a minimum of three (3) months for Supplies & Materials; (1) one year for Equipment from date of acceptance by the end-user. 4. Price validity shall be for a period of sixty (60) colendar days. 5. Suppliers required to submit updated documents yearly such as G-EPS Resgistration, Certificate of Tax, Mayor'sPermit, DTI, Bank Name/Account and Branch for evaluation of the Procurement Office upon submission of the quotation. 6. Bidders shall submit complete specifications showing products certification, if applicable. 7. Please indicate the brand for each items being offered. 8. The Approved budget celling for this procurement is				SAMUEL T. SACOPLA Head, Procurement Office					
Item#	Qty.	Unit	ITEM/S DESCRIPTION		Unit Price	Total Cost			
	5	pack	Laminating film long -125 microns						
			100 pcs/pack						
	5 pack Laminating film A4 -125 microns								
		2000	100 pcs/pack						
	5	pcs.	Extension wire heavy duty -10 meters						
	9	pcs.	Universal adaptor						
	5	pcs.	HDMI Cable for LCD DVD HDTV 1.5m						
	5	pcs.	HDMI Cable for LCD DVD HDTV 3m						
	5	pcs.	Toner - hp laser jet 56A						
	5	pcs.	Scissors heavy duty						
	1	pc.	Electric engraving/carving pen plotter						
	3	pcs.	3-layer file/document rack for desk						
	10	pcs.	Trodat ink black						
	20		Ink - epson 003-black						
	10		Ink - epson 003-yellow			-			
	10		Ink - epson 003-cyan						
	10	bottle	Ink - epson 003-magenta						
	10	pcs.	Laser presenter						
Course	Source of Fund: Warranty:								
Source of Fund: Delivery Period: After having carefully need & accepted your Genaral Conditions, We quote you on the item(s) at prices note above. If the space of providec on the Delivery Period, Warranty & Price Validity are left blank, it means that I concur w/ the Terms & Conditions specified by SLSU Procurement Office.									
	Printed Name/Signature/Date								
AFA-PRC-1.02 F2, REV. 4									