

Republic of the Philippines SOUTHERN LUZON STATE UNIVERSITY Lucban, Quezon

REQUEST FOR QUOTATION

ADDITIONAL OFFICE SUPPLIES FOR 3RD-4TH QUARTER (SAP)

Purchase Request No. <u>2024-08-1757</u>
Approved Budget for the Contract: <u>₽-247,500.00</u>

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <u>Additional Office Supplies for 3rd-4th Quarter (SAP)</u> to apply the sum of <u>Two Hundred Forty Seven Thousand and Five Hundred Pesos Only (#2 247,500.00)</u> inclusive of VAT, being the <u>Approved Budget for the Contract (ABC)</u>, details as follows:

Qty. Unit ITEM/S DES		ITEM/S DESCRIPTION	
100	bot	003 INK BK	
100	bot	003 INK CY	
100	bot	003 INK MG	
100	bot	003 INK YL	
1000	pcs	SIGNPEN GEL PEN 0.5 BLACK G2 05	
1000	pcs	SIGNPEN GEL PEN 0.5 BLUE G2 05	
3000	pcs	BALLPEN BLACK RETRACTABLE	
3000	pcs	BALLPEN BLUE RETRACTABLE	
3000	pcs	BALLPEN RED RETRACTABLE	
500 pcs SCOTCH TAPE 1" WHITE TRANSPARENT			

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: slsuprocurement@slsu.edu.ph

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.

MARIDEL C. ZABELLA
Head, Procurement Office
Southern Luzon State University
Lucban, Quezon
Tel. No.: (042)540-6519



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L			g for this procurement is <u>PHP 247,500.00</u> .		
Item #	Qty.	Unit	ITEM/S DESCRIPTION	Unit Price	Total Cost
	100	bot	003 INK BK		
	100	bot	003 INK CY		
	100	bot	003 INK MG		
	100	bot	003 INK YL		
	1000	pcs	SIGNPEN GEL PEN 0.5 BLACK G2 05		
	1000	pcs	SIGNPEN GEL PEN 0.5 BLUE G2 05		
	3000	pcs	BALLPEN BLACK RETRACTABLE		
	3000	pcs	BALLPEN BLUE RETRACTABLE		
	3000	pcs	BALLPEN RED RETRACTABLE		
	500	pcs	SCOTCH TAPE 1" WHITE TRANSPARENT		
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