



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

REQUEST FOR QUOTATION

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

Purchase Request No. 2024-08-1757

Approved Budget for the Contract: P=247,500.00

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

Qty.	Unit	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 : slsuprocedurement@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.


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Lucban, Quezon
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