



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, Quezon

**REQUEST FOR QUOTATION**

**PRINTING AND PUBLICATION (ITSSO)**

**Purchase Request No. 2024-04-1006**  
**Approved Budget for the Contract: ₱70,000.00**


The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of **Printing and Publication (ITSSO)** to apply the sum of **Seventy Thousand Pesos Only (₱ 70,000.00)** inclusive of VAT, being the **Approved Budget for the Contract (ABC)**, details as follows:

| Qty. | Unit | ITEM/S DESCRIPTION   |
|------|------|--|
| 1    | lot  | Printing and Publication Expenses                          |
|      |      | --> Intellectual Property Policy (IPP)                     |
|      |      | --> Technology Transfer Protocol (TTP)                     |
|      |      | --> Information, Education & Communication (IEC Materials) |
|      |      |  |
|      |      | *see attached document for specifications                  |

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, 2<sup>nd</sup> Flr. Hermano Puli Building, and shall be received by the Committee.

E-mail : [slsuprourement@slsu.edu.ph](mailto:slsuprourement@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





## REFERENCE FOR CANVASS OF PRINTING

**BUDGET:** Php70,000.00

### **SPECIFICATIONS:**

1. **Size:** A5
2. **Paper Orientation:** Portrait
3. **Cover Paper Type:** c2s #140 (matte)
4. **Inside Pages Paper Type:** c2s #80 (glossy)
5. **Type of Printing:** Full-colored (bleed), back-to-back, no margins
6. **Binding:** Saddle-stich
7. **No. of Pages (including front and back cover):**
  - a. *Intellectual Property Policy: 38 (Full-colored)*
  - b. *Technology Transfer Protocol: 36 (Full-colored)*
8. **No. of Copies:**
  - a. *Intellectual Property Policy: 250 pcs (Full-colored)*
  - b. *Technology Transfer Protocol: 250 pcs (Full-colored)*

**LINK:** <https://bit.ly/SLSU-ITSSO-Pub>

**FOR INQUIRIES KINDLY CONTACT 0995 865 5167 OR EMAIL US ON [itsso@slsu.edu.ph](mailto:itsso@slsu.edu.ph)**