

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

#### **REQUEST FOR QUOTATION**

#### **PRINTING OF IEC MATERIALS (ORS)**

Purchase Request No. 2024-11-2225
Approved Budget for the Contract: £ 180,000.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of <u>Printing of IEC Materials (ORS)</u> to apply the sum of <u>One Hundred Eighty Thousand Pesos Only #2 180,000.00</u> inclusive of VAT, being the Approved Budget for the Contract (ABC), details as follows:

Qty.	Unit	ITEM/S DESCRIPTION	
4500	pcs	Leaflets	
1,000	pcs	Bifold Brochure	
700	pcs	Tri-Panel Right Pocket Folder	
		*see attached document for reference	

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: 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



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

## REQUEST FOR QUOTATION

Office/E	nd-User:		Date:						
COMPANY NAME: PR No.: 2024-11-2225									
ADDRESS :									
TEL. NO./FAX NO.: TIN No.:									
1. All e	and CONDIT	Ofof ONS OE typewrit	west price on the item(s) listed below, subject to the Terms & Conditions stated in the return envelope attached herewith to the Procure sten or legibility written. upon conforme of the approved Purchase Order (P.O).	below and submit your quotation duly signed ment office.	by your representative not later				
Adminis delivery 3. Wan (1) one 4. Price 5. Supp Certifica Procure 6. Bidd 7. Pleas	stratitive per without vall ranty shall b year for Equ validity sha illers require ote of Tax, N ment Office ers shall sub se indicate ti	nalties to Soid reason. e for a min ipment froi il be for a p d to submi dayor'sPern upon subm mit comple he brand fo daget celling	ec. 69 of the Revised IRR-RA 1984 shall be imposed for non-	MARIDEL C. ZABEL Director, Procurement					
Item #	Qty.	Unit	ITEM/S DESCRIPTION	Unit Pri	ce Total Cost				
	4500	pcs	Leaflets  Bifold Brookura						
	700	pcs	Bifold Brochure						
	700	pcs	Tri-Panel Right Pocket Folder						
			*see attached document for reference						
			See attached document for reference						
Source of Fund: Warranty:  Delivery Period: Price Validity:  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, in means that I concur w/ the Terms & Conditions specified by SLSU Procurement Office.									
Deland Name (Claustons / Date									
AFA-PRO	Printed Name/Signature/Date  AFA-PRC-1.02 F2, REV. 4								
-	-	-							

### REFERENCE FOR CANVASS OF LEAFLETS, BIFOLD BROCHURE, AND TRI-PANEL RIGHT POCKET FOLDER

#### 1. PRINTING OF LEAFLETS

Size: A5

Orientation: Portrait

Print Type: Full Color, Bleed, Back-to-back

Paper Type: Coated One Side (C1S) #120; Glossy Finish (front), Matte Finish (back)

No. of Copies: 500 pcs per poster (9 posters x 500 pcs = 4,500 copies)

## 2. PRINTING OF BIFOLD BROCHURE

Size: A5

Orientation: Portrait

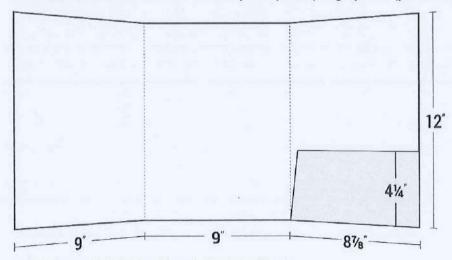
Print Type: Full Color, Bleed, Back-to-back

Paper Type: Coated Two Sides (C2S) #120; Glossy Finish (front and back)

No. of Copies: 1,000 pcs

## 3. PRINTING OF TRI-PANEL RIGHT POCKET FOLDER

Size and Dimension: 9" x 9" x 8%" (width) 12" (height) 41/4" (pocket height)



Print Type: Full Color, Bleed, Back-to-Back,

Paper Type: Matte No. of Copies: 500 pcs

FOR CONCERNS RELATED TO THE PRINTING OF THESE MATERIALS, PLEASE REFER TO THE FOLLOWING CONTACT INFORMATION:

#### MR. GIEHWAY R. LIWANAG

Science Research Assistant Innovation and Technology Support Services Office

0995 865 5167

itsso@slsu.edu.ph