



Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon



REQUEST FOR QUOTATION

OFFICE SUPPLIES (CAM)

Purchase Request No. 2025-10-2691

Approved Budget for the Contract: ₱ 122,800.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of **Office Supplies (CAM)** to apply the sum of **One Hundred Twenty-Two Thousand and Eight Hundred Pesos Only (₱ 122,800.00)** inclusive of VAT, being the **Approved Budget for the Contract (ABC)**, details as follows:

Qty.	Unit	ITEM/S DESCRIPTION
10	box	Bond paper - Long
50	pcs	Arch File - Long, blue, 3 inch
50	pcs	Arch File - Long, blue, 2 inch
10	pack	Specialty Board Paper - Long, white, 9gsm 25pcs/pack
15	roll	Double sided tape 3/4"
5	pack	Highlighter - 1 color per pack (3 packs yellow, 2 packs green)
5	box	PVC Cover - Long
5	ream	Colored paper - Long, pink
5	box	Paper letter tab - pink/green
5	box	Paper number tab
10	box	Photocopier toner (black) (Canon - image class MF643CDW)

1. The quotation-n 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 : slsuprocmement@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
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Southern Luzon State University
Lucban, Quezon
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