

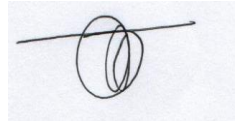
Standard Form Number: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Date: 15-Aug-2018
 Quotation No. 20180841

 Company Name

 Address

Please quote your lowest price on the item/s listed below, subject to the General Conditions written below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.



JOSISA C. CONCHADA
 Chairman, Bids & Awards Committee

General Conditions of the Contract:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN SEVEN (7) CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR
 FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY LEYTE NORMAL UNIVERSITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS
5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED
7. THIS PROJECT IS 1 LOT

ITEM NO.	ITEM & DESCRIPTION	QTY	ABC	QUOTATION
1	ADOBE ACROBAT PROFESSIONAL PERPETUAL, LICENSE	4	60,000.00	
2	COMPUTER SET (SEE ATTACHED SPECIFICATIONS)	2	100,000.00	
3	PRINTER, HIGH-YIELD INK BOTTLES	1	15,000.00	
4	SCANNER, FLATBED COLOR DOCUMENT SCANNER	1	25,000.00	
	SPECS:			
	■ PRINTER, HIGH-YIELD INK BOTTLES, Print speed up to 33ppm (9.2ipm), Print Resolution up to 5760			
	■ SCANNER, FLATBED COLOR DOCUMENT SCANNER, flatbed: 1200dpi, ADF: 600dpi, CIS, Maximum Scan Area Flatbed: A4, ADF: Legal, Scanning speed: 25ppm. Capacity: 50 sheets, Daily Duty Cycle: 1500 sheets			
	TOTAL		200,000.00	

Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

After having carefully read and accepted your General conditions, I/we quote on the item/s at price noted above

 Company Name

 Tel. No./ Cellphone No.

 Printed Name/Signature

 Date