

**LEYTE NORMAL UNIVERSITY
TACLOBAN CITY**

Project Reference Number

Name of the Project

Location of the Project:LNU

Tacloban City

Standard form Number SF-Good-60

Date: April 20,2022

Revised on May 24, 2004

Number: 500422

Standard form Title: Request for Quotation

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.


GENEROSO N. MAZO

Chairman, Bids & Awards Committee

General Conditions of the Contract:

1. All entries must be typewritten/handwritten.
2. Delivery period within SEVEN (7) calendar days.
3. Warranty shall be a period of **SIX (6) months** for supplies and materials, **ONE (1) Year** for the equipment, from the date of acceptance by Leyte Normal University.
4. Price validity shall be for a period of THIRTY (30) Calendar Days.
5. PHILGEPS registration certificates 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.	Articles	QTY.	Total	QUOTATION
1	Guillotine Cutter	1 unit	100,000.00	
2	Long-hand stapler	1 unit	2,500.00	
	TOTAL		102,500.00	
	NOTHING FOLLOWS			

Brand 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

Business/Mayor`s Permit No.

TIN:

PhilGEPS Registration Number (required)

Tel. No./Cellphone No.

Printed Name/Signature

Date