

LEYTE NORMAL UNIVERSITY*Project Reference Number**Name of the Project**Location of the Project:LNU**Tacloban City*

Standard form Number SF-Good-60

Date: August 19, 2022

Revised on May 24, 2004

Number: 260822

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.

JOSISA C. CONCHADA

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	Souvenirs and Tokens: Personalized Notebook Dimensions: A6 (4.13"x5.83") Number of leaves: 50 lvs Print: full colored print of LNU logo	100 pcs	15,000.00	
2	Personalized Ballpen Color of pen: silver Color of ink: any Print: colored	100 pcs	10,000.00	
3	Tote "Katsa" Bag Dimensions: 8"x10" Print: University Logo Type of Print: Color sublimation	100 pcs	26,000.00	

3	Key Chain Material: Acrylic Print: University Logo Dimensions/Size: 1.5" in diameter Shape: Circle	100 pcs	20,000.00	
TOTAL			71,000.00	
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