



PAMANTASAN NG LUNGSD NG MAYNILA
(University of the City of Manila)
 Intramuros, Manila

REQUEST FOR PRICE QUOTATION

Date: _____
 RFP No.: _____

Company Name: _____
Address: _____
TIN: _____
Business Permit No.: _____
PhilGEPS Cert. No.: _____

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the back portion of this request for quotation. Submit your quotation duly signed by you or your duly authorized representative not later than _____.
 Open quotations may be submitted, manually or through facsimile or email at the address and contact number indicated below.

Att. MAY ANGELM. ESTOLAS
(Signature)
 Acting Chief, Procurement Office

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item Description	Qty.	Unit of Issue	Approved Budget for the Contract (ABC)	OFFER		Compliance with Technical Specifications (please check)	Remarks
				Price (Inclusive of Tax)			
				Unit Price	Total Price		
Purchase of Office Supplies							
Multi-purpose Paper, 70gsm, A4 size	500	ream	103,250.00				
Sign Pen, 0.5mm, needle type tip, black	200	pc.	14,734.00				
Sign Pen, 0.5mm, needle type tip, blue	36	pc.	2,652.12				
Sign Pen, 0.5mm, needle type tip, red	16	pc.	1,178.72				
Battery, AAA, alkaline, 2pcs/pack	100	pack	10,920.00				
Envelope, brown, legal size	1000	pc.	5,170.00				
Envelope, brown, A4 size	1000	pc.	4,830.00				
Total			142,734.84				
Note: Delivery within seven (7) calendar days upon receipt of the Purchase Order							

This is to certify that I personally conducted the canvass and that the data herein are true and correct.

Payment Terms: _____
 Delivery Period: _____

(Signature)
NOLI C. DISCAYA, JR.
Canvasser

Mobile No.: 0925-7305799 (sun)
 Email Add.: ncdiscaya@plm.edu.ph

(Signature over Printed Name)

Tel. No.: _____
 Mobile No.: _____
 E-Mail: _____

Gen. Luna cor. Muralla Sts., Intramuros, Manila
 Telefax No. (02)528-4592, Email add: procurement@plm.edu.ph