



## REQUEST FOR QUOTATION

Company Name/TIN: \_\_\_\_\_  
 Business Address: \_\_\_\_\_

Date: 10/26/2022  
 PR No: 2022-10-0710

Please quote your lowest price on the item/s listed below, subject to the terms and conditions stipulated, and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to [psu@dssc.edu.ph](mailto:psu@dssc.edu.ph).

### TERMS AND CONDITIONS:

1. **Delivery period:** \_\_\_\_\_ calendar days from receipt of Purchase Order.
2. **Warranty:** 3 months for supplies & materials; 1 year for equipment from date of acceptance by the Procuring Entity.
3. **Price validity:** \_\_\_\_\_ calendar days
4. **Documentary requirements:** Mayor's Permit, SEC/DTI (PhilGEPS Reg.Cert., Omnibus Sworn Statement, ITR, if applicable)
5. The approved budget ceiling for this procurement is, **Php 92,000.00**

**RACHEL R. YONTING**  
 Procurement Service Unit Head/BAC Secretariat

Item No.	Qty.	Unit	Item Description	Brand/Make	Unit Cost	Total Cost
1	4	unit	All in One Ink Tank Printer			
			<b>Specification:</b>			
			Printer Type: Print, Scan, Copy, and Fax with ADF			
			ISO Standard print speed (A4): up to 8.81pm (mono)/5.0ipm (colour); Wifi; cost per print: 8 Paise Balck, 21 Paise Color			
2	4	unit	Printer			
			<b>Specification:</b>			
			Printer Type: Print; ISO Standard print speed (A4): up to 8.8ipm (mono)/5.0ipm (colour); Photo Speed (4x6"): 60 sec. (borderless); Cost per print: 8 Paise Black, 21 Paise Color			
				<b>GRAND TOTAL</b>		

Delivery Period: \_\_\_\_\_  
 Warranty : \_\_\_\_\_  
 Price Validity : \_\_\_\_\_



After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for delivery period, warranty, and price validity are left blank, it means that I/ We concur with the terms and conditions specified by the Davao del Sur State College (DSSC).

\_\_\_\_\_  
**Canvasser**

\_\_\_\_\_  
**Printed Name and Signature**

*Contact Details:*

Landline: \_\_\_\_\_

Mobile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date signed: \_\_\_\_\_