



## REQUEST FOR QUOTATION

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

Date: 04-14-2023  
 PR No: 2023-03-0216

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 **April 17, 2023; 05:00 P.M.** 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:** 15 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 69,900.00**

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

Item No.	Qty.	Unit	Item Description	Brand/Make	Unit Cost	Total Cost
1	300	pc	Printing of a 14-full, full-color, magazine-type DSSC newsletter			
<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: \_\_\_\_\_