



29-C-2021-144



Republic of the Philippines
VISAYAS STATE UNIVERSITY
PROCUREMENT OFFICE

REQUEST FOR QUOTATION

PR No: **GF-2020-10-00189 (Page 1 of 1)**Name of Supplier: **COPYLANDIA OFFICE SYSTEMS CORPORATION**Address of Supplier: **GROUND FLOOR APOSTOL ARCADE, ZAMORA CORNER STO. NI**Contact No. & E-mail Address: **888-3406 / 0917-584-6901 & m_blanco@copylandia.com.ph**Canvass No: **C-2021-144**Date: **07-12-2021****Mode of Procurement : Direct Contracting**Delivery Period: **within 15 calendar days from receipt of P.O**Deadline for Submission of RFQ: **7 Calendar days**

Item No	Articles (Complete description and specification)	ABC	Qty.	Unit	Unit Price	Total Price	FOB (VSU Main, Visca, Baybay City, Leyte)	Authorized By: JESSAMINE C. ECLEO Head, Procurement Office
1	Master Roll for RIZO CV 3230 Rizograph Machine (CV-B4)	2,780.00	3	roll	2,780.00	8,340.00		Canvassed By: LESTER LAYOLA / BRYAN REBUYAS Canvasser
	xxxxxxxxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxxxxxxxxxxx							
								Signature of Authorized Canvasser I hereby certify that I am in a position to furnish the articles at the prices shown and in quantities called for LILY MAE S. GOLONG (Printed Name & Signature of Supplier)

*Please see attached specification

End-User: DOE

Purpose: For office use.

- | | | |
|-----------------------------------|------------------------------------|---------------------------------|
| <input type="checkbox"/> Baybay | <input type="checkbox"/> Ormoc | <input type="checkbox"/> Manila |
| <input type="checkbox"/> Tacloban | <input type="checkbox"/> Samar | <input type="checkbox"/> Cebu |
| <input type="checkbox"/> Leyte | <input type="checkbox"/> So. Leyte | <input type="checkbox"/> Davao |

Control No: _____

Instructions:

1. Please quote your **best offer** for the items listed above in your **least government price** inclusive of taxes, delivery, and other applicable charges.
2. Accomplish this RFQ correctly and accurately. Please put initials for erasures.
3. Submit along with this RFQ the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documentary requirements in VSU need not to re-submit.
4. Quotations that are above the set ABC will be rejected.
5. Submit this RFQ within the set deadline for submission indicated above. Late bids will not be accepted.

Documentary Requirements:

1. Business Permit
2. Philgeps Registration No.
3. Income / Business Tax Return