



Republic of the Philippines

**VISAYAS STATE UNIVERSITY
PROCUREMENT OFFICE**

PR No: GF-2021-04-00142 (Page 1 of 1)

Name of Supplier: **PHILCOPY CORPORATION**

Address of Supplier: #140-B REAL STREET, SANTIAGO BLDG., BARANGAY 21 (

Contact No. & E-mail Address: 561-0321 / 0917-837-1311 & philformac@philcopy.net

Canvass No: C-2021-111

Made of Procurement : Direct Contracting

Delivery Period; within 15 calendar days from receipt of P.O.

Deadline for Submission of RFQ: 7 Calendar days

Date: 04-28-2021

[illegible]

End-User: BAC
Purpose: For Office Use

Instructions:

1. Please quote your best offer for the items listed above in your best government price inclusive of taxes, delivery, and other applicable charges.
2. Accomplish this RFO correctly and accurately. Please put initials for erasures.
3. Submit along with this RFO the attached needed documentary requirements. Bidders who already submitted an updated file of the needed documents are exempted from this requirement.
4. Quotations that are above the set ABC will be rejected.
5. Submit this RFO to the address below.

Second bids not received within the set deadline for submission indicated above. Late bids will not be accepted.

☐ Baybay
☐ Tacloban
☐ Leyte
☐ Ormoc
☐ Samar
☐ So. Leyte
☐ Manila
☐ Cebu
☐ Davao

Control No.:

Documentary Requirements:

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