



31-C-2021-37

Republic of the Philippines
VISAYAS STATE UNIVERSITY
PROCUREMENT OFFICE

R E Q U E S T F O R Q U O T A T I O N

PR No: GF-2020-10-00215 (Page 1 of 2)

Canvass No: C-2021-37

Date: 2021-02-02 09:41:24

Name of Supplier: PHILCOPY CORPORATION

Mode of Procurement: Direct Contracting

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

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

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

Deadline for Submission of RFQ: 7 Calendar days

Item No	Articles (Complete description and specification)	ABC	Qty.	Unit	Unit Price	Total Price
1	Toner, Kyocera TASKalfa 1800 (Please see attached specification)	7,000.00	1	piece	7000	7000

FOB (VSU Main, Visca, Baybay City, Leyte)

Authorized By: *Jessamine C. Ecleo*
JESSAMINE C. ECLEO
 Head, Procurement

Canvassed By: *Lester Layola/Bryan Rebuyas*
LESTER LAYOLA/BRYAN REBUYAS
 Canvasser
 Signature of Authorized Canvasser
 I hereby certify that I am in a position to furnish the articles at the prices shown and in accordance with the terms called for
APRIL 13 2021
 (Printed Name & Signature of Supplier)

End-User: CaO
 Purpose: For Office use.

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

Instructions:

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

Documentary Requirements:

- Business Permit
- Philgeps Registration No.
- Income / Business Tax Return