

## RISOGRAPH & COPIER SERVICES CONSUMABLES & COMPUTER SALES

bxucopytrading@yahoo.com

Tel No.: (053) 321-8707

July 12, 2021

| VISAYAS STATE UNIVERSITY<br>BAYBAY,LEYTE  |                          |
|---|--------------------------|
|   |                          |
| Dear Sir/Ma'am:   |                          |
| Greetings!!! Hereunder is our formal quotation for the consumables needed by your Photocopier Machine We hope for your kind consideration and approval. |                          |
| CONSUMABLES QUOTATION   |                          |
| DESCRIPTION  DRUM CARTRIDGE FUJI XEROX DC\$2011/2110  | PRICE QTY. AMOUNT        |
|   | TOTAL: 16,500.00         |
| TERMS OF PAYMEN PRICE VALIDITY  | T : 15 DAYS<br>: 30 DAYS |
| Please sign on the space provided below and call us at (053) 321-8707 for your other querries.  |                          |
| Thank you.  |                          |
| Very truly yours,  L.M. Albay  KRISTINA MAE N. AGBAY  ADMIN. ASSISTANT  |                          |
| Noted by:  ROMEO A. ESPINOSA Jr.  Supervisor  | orme:                    |
| Sign  | ature over Printed Name  |

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