



6 November 2018

APO-RFQ -2018

REQUEST FOR QUOTATION

Name of Company :

Address :

Business Permit # :

TIN :

Philgeps# :

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your duly representative and copies of your eligibility requirements not later than 9 November 2018.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 2825309 (loc. 235/234) or thru email at purchasing1@apo.gov.ph.

Milagros P. Santos
 Manager, Supply Chain Division

After having carefully read and accept the Terms and Conditions, I/we submit our quotation for the item/s as follows:

| Item Description | PRICE | | | Compliance with technical specs | | DELIVERY DATE |
|---|--------------|------|-------|---------------------------------|-----|---------------|
| | QTY | Unit | Total | YES | NO | |
| <u>Foldcote Cal #20, size: 31" x 43"</u> | 2,376 Sheets | | | [] | [] | |
| <u>Book Paper 50 lbs, size: 25" x 38"</u> | 34 Reams | | | | | |
| Date Required: November 15, 2018 | | | | | | |

Signature over Printed Name
 Contact No.

- ***Approved Budget shall be Ps. 117,000.00
- **Delivery period shall be 3-5 days upon receipt of Purchase Order.
- *Terms of payment shall be 30 days upon receipt of Invoice.