



Republic of the Philippines  
**APO PRODUCTION UNIT, INC.**  
 2/F PIA Building, Visayas Avenue, Brgy. VASRA, Quezon City,  
 Metro Manila, Philippines 1128



October 13, 2020  
 APO-RFQ -2020  
 PR 949091

**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 October 16, 2020.

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 [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph)

Ma. Merla D. Escobar  
 Purchasing Manager

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	.....
<b>BOOK PAPER</b>				[ ]	[ ]	.....
• 60 GSM, Size: 25" x 38"	80 reams					
• 70 GSM, Size: 25" x 38"	60 reams					

Signature over Printed Name  
 Contact No.

- Approved Budget shall be PhP 154,000.00
- Delivery period shall be 3-5 days upon receipt of Purchase Order.
- Payment shall be at least 30 calendar days upon receipt of Invoice.