



Republic of the Philippines  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
**APO PRODUCTION UNIT, INC.**



September 17, 2021  
 APO-RFQ-949854

**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 September 20, 2021.

The quotations may be submitted at the address 2/F Philippine Information Agency Bldg. Visayas Avenue, Bgy. Vasra Quezon City or thru Fax No. 82825309 (loc. 235/234) or thru email at [purchasing@apo.gov.ph](mailto:purchasing@apo.gov.ph)

  
 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>HOT MELT GLUE</b> ○ Intended for BDR-RB5 Perfect Binding Machine	500 kgs.			[ ]	[ ]	

\_\_\_\_\_  
 Signature over Printed Name  
 Contact No.

- Approved Budget shall be PhP 204,000.00 inclusive of V.A.T.
- Delivery period shall be 3-5 calendar days upon receipt of Purchase Order.
- Payment shall be at least 30 calendar days upon receipt of Sales Invoice.



APO PRODUCTION UNIT, INC. is an ISO 9005:2015 registered company with certification no. PH1379.