



June 8, 2022  
APO-RFQ-950253-R

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



**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 June 13, 2022.

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>CARBONLESS PAPER WITHOUT FIBER, SIZE: 28" x 34"</b>				[ ]	[ ]	
o CFB White	25 Reams					
o CF White	20 Reams					

\*All fields marked with an asterisk (\*) are required and must be filled-out and signed.  
Failure to comply with the requirements shall render the quotation ineligible.

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

- Approved Budget shall be PhP 85,000.00 inclusive of V.A.T.
- Delivery period shall be 3-5 calendar days upon receipt of Purchase Order.
- Additional document of Notarized Omnibus Sworn Statement shall be submitted prior to awarding.
- 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.