

**UNIVERSITY OF THE PHILIPPINES MINDANAO**

Mintal, Tugbok District, Davao City  
Tel. No. (082)293-0016 ,Fax No. (082) 293-0185

**Request for Quotation**

Date:

\_\_\_\_\_  
\_\_\_\_\_  
Sir/Madam:

Please quote your lowest price on the items listed below, subject to the General Conditions stated in the attached specifications and submit your Quotation duly signed by your representative to the BAC, UP Mindanao.

BAC Chair/Head of Unit

- Notes:
1. This price quotation must be written clearly and signed by authorized signatory.
  2. Delivery period must be within \_\_\_\_\_ days.
  3. Price validity shall be for a period of \_\_\_\_\_ calendar days.
  4. Documentary requirements must be submitted before issuance of Purchase Order.
  5. Please indicate if items will be delivered to UP Mindanao or for pick up.

| UNIT | ITEM & DESCRIPTION  | QTY. | Approved Budget | UNIT PRICE | TOTAL PRICE |
|------|---|------|-----------------|------------|-------------|
| 1    | CERTIFICATE HOLDER with UP Logo in the center, certificate size: 9x12 inches, certificate color: maroon, logo size: width=3 inches. | 30   | 150             |            |             |
| 2    | Student Jacket (expanding)  | 500  | 50              |            |             |
| 3    | Student jacket (expanding), 205x135 mm  | 200  | 20              |            |             |

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Canvassed by:

Paulino L. Dismas Jr.

Supplier: \_\_\_\_\_

Tel.No/Cellphone No.: \_\_\_\_\_

Address: \_\_\_\_\_

Name/Signature of Representative/Date:  
\_\_\_\_\_