



 SOUTHERN LEYTE STATE UNIVERSITY	REQUEST FOR QUOTATION FORM & NOTICE GOODS
Office/Campus:	DEPARTMENT OF INDUSTRIAL TECHNOLOGY
Address/Contact Details:	San Roque, Sogod, Southern Leyte

RFQ No.	2025-03-0098
Date:	

GENTLEMEN:

May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.

Delivery within **30** working days upon receipt of approved Purchase Order (PO).

PR No. 2025-02-0066

Item #	QTY.	UNIT	ITEM/DESCRIPTION	APPROVED BUDGET	UNIT COST	TOTAL COST
For Instruction						
1	50	pcs	Red Wine Glass			
2	20	pcs	Frying Pan Skillet			
3	1	unit	Commercial Bakery Oven			
4	25	pcs	Table Cloth (rounds, square & rectangular) Faux Linen 100% Polyester			
5	10	pcs	Table Cloth (rounds, square & rectangular) Microfiber (132" Lx 90" W)			
6	50	pcs	Cake Fork			
7	50	pcs	Butter Knife			
8	25	pair	Cup & Saucer w/ teaspoon			
			TOTAL			
Delivery Term						
Payment Term		If payment for deposit, please provide bank details:				

Very truly yours,

PRICES IN THE ABOVE OFFER ARE
CERTIFIED TRUE AND CORRECT:

CHRISTINE ALMA MAE M. DAGUPLO
BAC Chairperson

Authorized Company _____
Representative (Signature over Printed Name)

MICHELLE ANN P. BERINGUEL
Canvasser

<p>IMPORTANT:</p> <ol style="list-style-type: none"> Prices must be written clearly. If offering a substitute/equivalent, specify the brand and make. RFQ should be sealed.

Company Name _____
Address _____
Tel. Nos. _____
T. I. N. _____

