



	SOUTHERN LEYTE STATE UNIVERSITY	REQUEST FOR QUOTATION FORM & NOTICE GOODS & SERVICES
Office/Campus:	BARGO	
Address/Contact Details:	San Roque, Sogod, Southern Leyte	
RFQ No.		2025-07-0351
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. 2025-07-0251

Item #	QTY.	UNIT	ITEM/DESCRIPTION	APPROVED BUDGET	UNIT COST	TOTAL COST
B			Hotel Guest Amenities			
1	2,210	sets	Guest Kit Box (Toothbrush, Toothpaste tube (5g), Soap (10g), Shampoo (8ml), Guest Box)	19.00		
2	200	pcs	White Sugar Sachet (7g x 100's)	2.00		
3	200	pcs	Brown Sugar Sachet (7g x 100's)	2.00		
4	160	pcs	Coconut Sugar Sachet (5g x 100's)	5.00		
5	440	pairs	Disposable Slippers, White (open/thicken)	25.00		
			TOTAL	54,590.00		
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)

JELYNE L. LORA

Canvasser

Company Name

Address

Tel. Nos.

T.I.N

IMPORTANT:

1. Prices must be written clearly.
2. If offering a substitute/equivalent, specify the brand and make.
3. RFQ should be sealed.