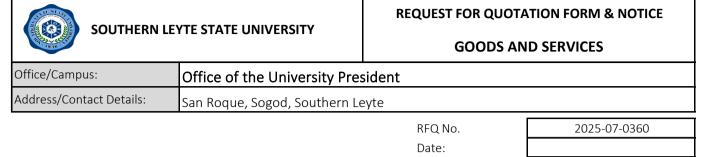




Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity | Professionalism | Spirituality



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	working days	upon receipt o	f approved F	Purchase C	)rder (PO).
	-				

PR No. 2025-07-0262						
ltem #	QTY.	UNIT	ITEM/DESCRIPTION	APPROVED BUDGET	UNIT COST	TOTAL COST
Printing/Reproduction of FY 2024 Annual Report						
1	20	pcs	Printing/Reproduction Specification: • Process: Digital Printing • Quantity: 2 copies (excluding mockups) • Dimension: A4 (8.27 x 11.69 inches) • Cover: Laminated using Board C2S Matte 380 gsm • Inside Pages: Matte 180 gsm • Binding: Hardbound, perfect binding • Color: Full color / full bleed (cover and inside pages) • Number of Pages: 55 pages (including front and back cover pages)	1,875.00		
2	35	pcs	Crystal USB 2.0 Flash Drive with Metal Box Memory Stick Pendrive Custom Logo 8GB Specification:	500.00		









Excellence   Service	Leadership and Good Governance   Innovation   Social Respo	onsibility   Integrity	l Professionalis	n   Spirituality	
	Delivery Details:				
	• One (1) mock-up copy shall be provided by the				
	supplier within two (2) calendar days after:				
	o Receipt of the Purchase Order, or				
	o Receipt of the PDF copy of the Annual Report				
	from the end-user (whichever is later).				
	The complete number of copies shall be				
	delivered within five (5) calendar days after the				
	University's approval of the mock-up copy.				
	All items must be completely delivered on or				
	before July 30, 2025.				
	Other Conditions:				
	<ul> <li>Delivered items that do not comply with the</li> </ul>				
	specifications and the approved mock-up shall be				
	returned for outright replacement at no additional				
	cost to the University.				
	TOTAL:	55,000.00			
	· · ·				
Delivery Term					
Payment Term	nent Term If payment for deposit, please provide bank details:				
Very truly yours, PRICES IN THE ABOVE OFFER ARE					
CERTIFIED TRUE AND CORRECT:					
		02111112			

## CHRISTINE ALMA MAE M. DAGUPLO BAC Chairperson

Authorized Company Representative

(Signature over Printed Name)

JELYNE L. LORA

Canvasser

## IMPORTANT:

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

3. RFQ should be sealed.

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



