

(SUPPLIER)	DATE: Sep 30, 2021	PR NO: 21090960	PURPOSE: Office Supplies, Production
END-USER: MPRD-LATERITE			

REQUEST FOR QUOTATION

(This is not an order)

Gentleman:

Please quote hereunder your lowest NET PRICES to the government on items listed below giving full and detailed description of your offers and stating the shortest time of delivery.
 Kindly submit this quotation in a sealed envelop, if required, addressed to the Metals Industry Research & Development Center, plainly marking the aforesaid envelop with the following: "Proposal for furnishing MIRDC, with items of supplies/materials/ equipment/services (as the case may be) to be opened on _____ at _____ am/pm at the MIRDC, Gen. Santos Ave., Bicutan, Taguig, Metro Manila.

CANVASSED BY:

CHRISTIAN L. PERIA

Very truly yours,

REYNALDO O. BAYOT
 Head, Supply Management Unit

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
1	10	reams	Newsprint, A4	
2	1	pc	Wooden Stamp (Certified true Copy)	
3	2	bottles	Inkpad	
4	2	pcs	Printer head, black	
5	2	pcs	Printer head, tri-color	
6	5	pcs	Computer Mouse, wired	
7	3	pcs	3D Mouse, wired	
8	5	pcs	Paint Marker, yellow	
9	5	pcs	Paint Marker, white	
10	5	pcs	Fine Point Marker, black	
11	5	pcs	Fine Point Marker, red	
12	3	pcs	Notebook	
13	10	pads	Sticky notes 3x3 (assorted colors)	
14	10	pads	Sticky notes (sign here)	

CONTACT PERSON:	VAT Reg. No.:	Terms of Payment:	Warranty:
Telephone No:	Price Validity:	Discount:	Delivery:

I certify that the aforementioned prices are true and correct.

_____	_____	_____
Firm or Dealer	Nationality	Signature