Presidential Communications Operations Office
New Executive Bldg., Malacanang Manila
Malacañang, Manila
734-58-84 / ☎ 734-74-14

_____
Date

_____
_____
_____
_____

Gentlemen :

Please qoute hereunder your lowest price for the following item:

QTY.	UNIT	ARTICLE / DESCRIPTION	UNIT COST	AMOUNT
100	pcs	1) Balikbayan Box		
100	reams	2) Copy Paper, SHort (original Size)		
100	pcs.	3) Data Folder		
50	pcs.	4) Flash Drive, 16gb		
50	pcs.	5) Flash Drive, 32gb		
100	pad	6) Post It SIgn Here		
50	pad	7) Post It (2x3)		
60	pad	8) Post It (3x4)		
100	pad	9) Post It (4x6)		
5	box	10) Sign Pen Energel (red)		
20	box	11) Sign Pen Energel(black)		
20	box	12) Sign Pen Energel (blue)		
		Proposed Budget Ceiling/ Approved		
		Budget for Contract (ABC) - PHP 160,000.00		

Please submit your quotation _____ days after receipt of this item

CANVASSER / REPRESENTATIVE:

Very Truly Your,

RUBEN M. MONTEMAYOR, JR.
Property Assistant

LUCIANA M. CABRERA
OIC, Property & Supply Section

Property & Supply Office
Presidential Communications Operations Office

The above prices are our qoutation for the article/s you wish to purchase. Articles are available within _____ days from the date of qoutation.

Date qouted : _____ Prices valid for: _____
Terms : _____

_____
Supplier Authorized Signature