



Republic of the Philippines
COTABATO STATE UNIVERSITY

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PR No. 069-22(06/24/2022)

REQUEST FOR QUOTATION

Name of Supplier

Sir/Ma'am:

Please quote your lowest net price, taxes included on the following articles listed below:

Item#	QTY	Unit	Item Description	Unit Cost	Total
1	40	Cart	<p>OPT335X Toner Cartridge Inclusive of Eight (8) Units FREE-TO-USE multifunction photocopier based printers (5 Toner Cartridges per Unit) Function: Print/Scan/Copy. Print Speed: 24ppm (letter), Processor: 600MHz, Resolution: Enhanced 1200 x 1200dpi, Memory: 256MB, Functions: Print / Copy / Scan, Input: 1x 100-sheet MP Tray / 1x 250-sheet Tray 2, Output: 250-sheets, Media Size: Letter / Legal / A3, Duty Cycle: 50000 pages per month, Interface: USB 2.0/ 10/100 BaseTX Ethernet. (w/ Drum Kit - Free)</p> <ul style="list-style-type: none">- FREE service of parts, replacement of (due to normal wear and tear) and labor on your existing Laser Printers- while using optimum Toner Cartridge including DRUM KIT.- LIFETIME WARRANTY to Optimum Toner Cartridge.- FREE delivery, installation & demo.- Provide printer as service units for FREE OF USE. No Monthly Quotas required.- Initial purchase is required above details ONLY at FIRST and it can comply within a YEAR.- Unlimited request to service unit as needed by client.- Conditions are supported with Memorandum of Agreement (MOA)		
			****Nothing Follows***		

It is requested that you return this form in a sealed envelope by a messenger or mail it not later than _____, 22__ at _____. Only one canvass should be placed in an envelope marked "BID PROPOSAL". Brochure may be attached in the canvass form.

A Purchase Order to the winning bidder shall be made immediately after the awarding. However, this office reserves the right to reject any offer without specified quality herein contained.

Very truly yours,

Quoted by:

Name, Position & Signature of Representative


SEMA G. DILNA, Ed.D.
University President