



**University of the Philippines Visayas  
PROCUREMENT SECTION**

Miag-ao, Iloilo, Philippines 5023

Tel/Fax: 033-315-81-41

EMAIL: [pps@upv.edu.ph](mailto:pps@upv.edu.ph)/[spso.upvisayas@up.edu.ph](mailto:spso.upvisayas@up.edu.ph)

**REQUEST FOR QUOTATION**

Date: June 10, 2024

Quotation Number: 2024- 511

MPS No. 2024-029m

Mode of Procurement: Shopping

Please quote us your best offer on the item/s listed below, subject to the terms and conditions.

- Submit quotations to UPV-SPSO Miagao Campus, New Administration Building or email to [pps@upv.edu.ph](mailto:pps@upv.edu.ph)
- Indicate company name, address, and quotation number on the envelope or in your email subject.
- Affix full signature over printed name.

Please address to: EMILIZA C. LOZADA

Chief, SPSO, UP Visayas

Miagao, Iloilo

DEADLINE : "August"

*Emiliza C. Lozada*  
**EMILIZA C. LOZADA**

CHIEF, SPSO *zj fs*

Item No.	Qty	Unit	Item and Description	ABC	Offered Brand or Model	Unit Price
1	1	job	150 sets of Kits (notebook, pen, umbrella, and tote bag - with personalized design print) and 245 pcs. of Lanyard ( with personalized design print with ID casing for the International Council for Traditions of Music and Dance (ICTMD) - Performing Arts of Southeast Asia (PASEA) International Symposium on 20-26 June 2024 at Grand Xing Imperial Hotel, Iloilo City	97,500.00		
EARMARKED 2024-06-533 SECRETARIAT COMM-GF (01) - ICTMD - PASEA 2024						

**Our Terms and Conditions**

- DELIVERY PERIOD: 15 working days upon receipt of P.O.
- PLACE OF DELIVERY: UPV, SPSO, Iloilo Campus
- PRICE VALIDITY : 30 days
- WARRANTY DATE: 3 months
- PAYMENT TERMS : 30 days

*₱97,500*

After having carefully read and accepted your terms and conditions, I/We quote you on the item/s at prices noted above.

**FAXED:**

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Personally Distributed:

Received by: \_\_\_\_\_

Signature over Printed Name

Date

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Tel No. / Cellphone No. / E-mail Address

\_\_\_\_\_  
Date