

Republic of the Philippines  
 DEPARTMENT OF SCIENCE AND TECHNOLOGY  
 Caraga Regional Office No. 13  
 CSU Campus, Ampayon, Butuan City  
 Tel. # (085) 342-5345, Fax #: 342-5684  
 Email address: dostcaraga@yahoo.com

REQUEST FOR QUOTATION

Company Name: \_\_\_\_\_ Date: 05/16/2022  
 Address: \_\_\_\_\_ Quotation#: 143-2022

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

  
**IMELDA S. MEZO**  
 Chief Admin. Officer

| Item No. | Item & Description   | QTY. | UNIT OF MEASURE | UNIT PRICE |
|----------|--|------|-----------------|------------|
| 1        | <b>Office Table</b>  | 6    | unit            |            |
|          | Color: Mahogany, Walnut  |      |                 |            |
|          | Material: Wood   |      |                 |            |
|          | With center drawer   |      |                 |            |
|          | With three (3) right side drawer                               |      |                 |            |
|          | With one (1) medium left side drawer                           |      |                 |            |
|          | With one (1) big left side drawer                              |      |                 |            |
|          | Dimension: 4ft L x 2ft W x 2.5ft H                             |      |                 |            |
| 2        | <b>Office Chair</b>  | 6    | unit            |            |
|          | High black metal upholstery office chair                       |      |                 |            |
|          | Steel base and plastic casters                                 |      |                 |            |
|          | 360 degree swivel  |      |                 |            |
|          | Ergodynamics   |      |                 |            |
|          | Tilt lock function   |      |                 |            |
|          | Height Adjustment  |      |                 |            |
|          |  |      |                 |            |
|          |  |      |                 |            |
|          |  |      |                 |            |
|          |  |      |                 |            |
|          |  |      |                 |            |
|          |  |      |                 |            |
|          |  |      |                 |            |
|          | <b>Purpose:</b> Office Table and Chairs for PSTC-SDN personnel |      |                 |            |
|          | PR#: 2022-05-157   |      |                 |            |

\_\_\_\_\_  
 Printed Name/Signature of Supplier  
 \_\_\_\_\_  
 Contact Number  
 \_\_\_\_\_  
 Date