



"Beyond Providing Water..."

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**REQUEST FOR QUOTATION**

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

Name of Establishment: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Sir,

Please quote your price at the spaces hereunder corresponding to the articles called for under **Purchase Request No. 2024-09-0273** dated **September 2, 2024** to be delivered at SFWD Office within **15 calendar days from the receipt of Purchase Order.**

**RUBEN M. JARABATA JR.**  
BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	10	reams	Riso/colored photocopy *Legal size, back to back *1/2 crosswise per page with padding (see attached sample)		
Price must be vat-inclusive					
<b>TOTAL</b>					

I HEREBY CERTIFY that the above-listed articles are actually carried on stock by me and that the prices quoted are hereby specified. The terms and conditions of this call are hereby accepted. Time for delivery / pick up is within \_\_\_\_\_ ( ) calendar days from receipt of the Purchase Order.

**LORRAINE S. CUYUBAO**  
Canvasser

\_\_\_\_\_  
**NAME & SIGNATURE OF BIDDER/DEALER**

\_\_\_\_\_  
Nationality