



BUREAU OF COMMUNICATIONS SERVICES
310 San Rafael St., San Miguel Malacañang Complex, Manila

FINANCE AND ADMINISTRATIVE DIVISION
Property & Supply Section
TEL. NO. 7342117 / FAX NO. 7342125

REQUEST FOR QUOTATION

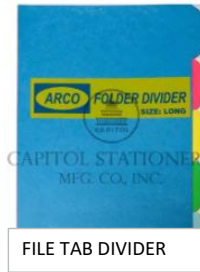
PR/REFERENCE NO. 2022-08-0480

DATE

Sir/Madam:

The Bureau of Communications Services would like to request for a quotation for the following item:

Qty.	Unit	Particulars/Specification Requirements	Unit Cost	Amount
60	ream	PAPER, MULTICOPY, Letter, 80gsm		
60	pc	Signpen (Black)		
84	pc	Ballpen (Black)		
12	pc	Ballpen (Blue)		
50	pc	Data folder 3"x9"x15"		
65	pad	Post it Notepad 3x4		
20	set	FILE TAB DIVIDER, bristol board, for A4		
20	set	FILE TAB DIVIDER, legal		
1	ream	Paper Binding Cover Morocco short (blue)		
50	pc	Plastic Slider Binder short (Slide binder bars)		



LOWESITO JOAQUIN
Property & Supply Section

Property & Supply Section
Bureau of Communications Services
PCS Building San Rafael St.,
San Miguel Malacañang Complex, Manila

The above prices are our quotation for the article/s you wish to purchase.

Item/s are available within _____ days from date of quotation

Delivery Lead Time: _____

Terms of Payment: _____

Authorized Signature of Representative

Supplier's Name: _____

Address: _____

Tel. No. _____

Fax No. _____

E-mail address: _____