



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. 2022-09-0552

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
20	pcs	Mouse Pad with Print		
			Total :	

LOWESITO JOAQUIN
CHIEF, 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: _____