



	<b>SOUTHERN LEYTE STATE UNIVERSITY</b>	<b>REQUEST FOR QUOTATION FORM &amp; NOTICE</b>
		<b>GOODS</b>
Office/Campus:	<b>BARGO</b>	
Address/Contact Details:	San Roque, Sogod, Southern Leyte	

RFQ No.	2025-03-0105
Date:	

GENTLEMEN:

May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.

Delivery within 30 working days upon receipt of approved Purchase Order (PO).

**PR No. 2025-03-0088**

Item #	QTY.	UNIT	ITEM/DESCRIPTION	APPROVED BUDGET	UNIT COST	TOTAL COST
			<b>Purchase of Diploma Cover &amp; Yearbook for 2023 Graduates</b>			
1	1200	pcs	<b>Purchase of Diploma Cover</b>			
			- for A4 Size Diploma			
			- Size: 17.5 inches x 12 inches			
			- Cover Color Code: #06044d (Blue)			
			- Hardbound Cover-Chip board			
			- Inside-C2S paper			
			- Print Embossed SLSU Seal			
			- Textured Material Cover (120gsm)			
			- Ribbon: 0.25inches width (Blue color) on 4 corners			
			<b>Yearbook for SLSU Main Campus Graduates</b>			
2	950	pcs	<b>Supply &amp; Delivery of Yearbook for 2023 Graduates</b>			
			Size: 9" x 12"			
			Cover			
			- Hardbound, 4 colors print			
			- Printing: Digital Colored Printing or Digital printing			
			- Embossed Design with Plastic Lamination			
			Inside			
			- Pages: 187 pages including Opening & Closing Flyleaf using C2s 80 lbs.			
			- Printing: Digital Colored Printing or Digital printing			



