



 SOUTHERN LEYTE STATE UNIVERSITY	REQUEST FOR QUOTATION FORM & GOODS & SERVICES	
	Office/Campus:	EXTENSION SERVICES
Address/Contact Details:	San Roque, Sogod, Southern Leyte	

RFQ No. 2025-1
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 __ working days upon receipt of approved Purchase Order (PO).

PR No. 2025-05-0189

Item #	QTY.	UNIT	ITEM/DESCRIPTION	APPROVED BUDGET	UNIT COST
For Zoom and ChatGPT to support remote collaboration, virtual events, and enhanced productivity in RIES Office communication and trainings.					
1	1	subscription /service	Zoom Workplace Pro and Zoom Webinar	85,000.00	
2	1	subscription /service	ChatGPT plus	20,000.00	
TOTAL:				105,000.00	
Delivery Term					
Payment Term			If payment for deposit, please provide bank details:		

Very truly yours,

PRICES IN THE ABOVE OFFER ARE
CERTIFIED TRUE AND CORRECT

CHRISTINE ALMA MAE M. DAGUPLO
BAC Chairperson

Authorized Company Representative
(Signature over Print)

MICHELLE ANN P. BERINGUEL
Canvasser

Company Name
Address
Tel. Nos.
T. I. N.

IMPORTANT:

- Prices must be written clearly.
- If offering a substitute/equivalent, specify the brand and make.
- RFQ should be sealed.





SOUTHERN LEYTE STATE UNIVERSITY

Main Campus, San Roque, Sogod, Southern Leyte
Email: president@southernleytestateu.edu.ph
Website: www.southernleytestateu.edu.ph



Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity | Professionalism | Spirituality

NOTICE

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TOTAL COST

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