

Republic of the Philippines
BIDS AND AWARDS COMMITTEE
 (Goods and Services)
 City Government of Baguio
 Baguio City

Standard Form No.: SF -GOODS-60
 Revised on: September 5, 2008
 Standard Form Title: Request for Quotation

Reference No :
 Shopping Solicitation No :
 Date :
 Obr # :

PR # 63
RS 248
December 17, 2018
101-1031-18-5-211

Sir/Madam:

Please quote your price of item/s listed below as per specifications, stating the shortest time of delivery. Please submit your quotation duly signed by you or your representative to the Bids and Awards Committee not later than 2:00 PM _____ c/o the BAC Secretariat, City General Services Office, City Hall, Baguio City. You may fax your quotations through Telefax No. (074)424-5148.

We may purchase the item/s from your company if the offer is found to be reasonable and advantageous to the City Government of Baguio, but we reserve the right to accept or reject the offer or all quotations found not in order.

Thank you very much.

NOTE:
"PLEASE SEAL YOUR BIDS"

ATTY. LETICIA O. CLEMENTE
 BAC Chairperson and City Budget Officer

ITEM NO.	QTY	UNIT	DESCRIPTION	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	lot	Office Supplies	15,268.31		
	15	pack	Paper Specialty - Short (8.5"x11"), 120 gsm, Cream -	448.80		
	10	pack	Paper Specialty - Legal (8.5 x 13"), 220 gsm, colored w/ design -	356.70		
	3	roll	Double Sided Tape - Padded type, 24mm x 5m roll (2.5cm holds 120gr) -	246.12		
	2	roll	Duct Tape - Multi-purpose, silver, 48mm x 50m -	367.44		
	5	piece	Cutting Mat - rubber, A4, 3mm thick, non-slip surface, green -	877.50		
	100	pack	Paper Photo - Single-sided white, glossy, A4, 120 gsm -	9,040.00		
	30	piece	Data Storage - Recordable, 16x speed, 4.7GB capacity -	335.70		
	5	piece	Board - 30" x 40", 2 ply -	175.25		
	12	piece	Ruler - plastic, 300mm -	60		
	10	pack	Manila Paper - 10 sheets per pack -	246.60		
	5	pack	Cartolina - white, 572mm x 724mm, 120 gsm 20sheets/pack -	547.20		
	100	piece	Folder - expanding, green, legal size -	1,109.00		
	10	pack	Certificate Paper - special paper, long, assorted colors, 10pcs/pack -	288.00		
	10	box	Fastener - vinyl plastic coated, 50sets/box -	670.00		
	20	pack	Paper Board - special board for calling cards, A4, 200gsm, pack of 10 -	500.00		
2	3	piece	Measuring Tape - Traffic Measuring Tape, 100m -	5,700.00		
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REFERENCIAL
 POSTED ON 12/19/2018
 POSTING PERIOD: 12/19 - 12/22/2018
 OPENING OF BIDDINGS: 12/22/2018
 HINDI ISIPAG-IBIGI
 POSTED AT THE
 PHILGEP'S MESSIN
 BAGUIO CITY GOVERNMENT BUILDING
 THREE (3) CONSPICUOUS SPACES

PURPOSE: 1stt quarter supplies c/o CADMO

- NOTE:**
- 1) Delivery Period within _____ calendar days
 - 2) Price Validity shall be for a period of _____ calendar days
 - 3) Warranty (for equipments) _____ Minimum of 1 year
 Warranty (for repairs) _____ Minimum of three (3) months
 - 4) Bid Price should be inclusive of VAT and delivery charges
 - 5) Please indicate the brand of your offer. For machines/equipment, please attach brochure.

Name of Establishment	Philgeps Registry No.	Printed Name and Signature of Bidder
Address & Contact Number	page 1 of 1	TIN