

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, 2016  
Standard Form Title: Request For Quotation

Reference No: 12646  
Solicitation No: 1 Shopping  
Date: January 14, 2020  
OBR #

Sir/Madam:

Please quote your price of items 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 quotation 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	DESCRIPTIONS	TOTAL ABC	BID PRICE /UNIT	TOTAL BID PRICE
1	1	LOT	Training Supplies (1st Semester) c/o CHRMO	60,296.00		
	5	bundle	Cartolina - Assorted colors, 572mm x 724mm, 120gsm, 20 pieces per pack -	73.00		
	80	piece	Certificate holder - A4 certificate holder -	48.00		
	10	box	Envelope - Expanding, Kraft Board, For Legal size documents, 100 pcs per box -	894.00		
	5	piece	Eraser - White Board, 45 cm x 60 cm -	17.00		
	1	box	Folder - Legal size, white color, 100 pieces per box -	495.00		
	900	piece	ID Holder - clear plastic badge pocket, with clip, 2-1/2x 4 -	13.00		
	10	pack	Manila Paper - 10 sheets per pack -	44.00		
	60	piece	Marker - Permanent, chisel type, black -	48.00		
	60	piece	Marker - Permanent, chisel type, blue -	48.00		
	60	piece	Marker - White Board, Bullet Tip, Black -	65.00		
	60	piece	Marker - White Board, Bullet Tip, Blue -	65.00		
	21	pad	Paper - Pad Paper, Long, White, 80 sheets per pad -	21.00		
	25	pad	Paper - Pad Paper, Long, Yellow, 80 sheets per pad -	63.00		
	1000	piece	Pen - Ballpoint, black -	15.00		

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	PRICE /UNIT	BID PRICE
	50	piece	Pen - Ballpoint, blue -	15.00		
	85	pack	Special Paper - 8.5 inches x 13 inches, 200 gsm, for Certificates, Pale Cream, 10 sheets per pack. -	30.00		
	15	packet	Special Paper - 8.5x11inch, 120gsm, for certificates, cream, pack of 10 -	37.00		

PURPOSE: To Payment of Training Supplies for the 1st Semester 2020.

NOTED:

- 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
- 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.
- 6) Unit prices must not exceed indicated line item price.

\_\_\_\_\_  
Name of Establishment

\_\_\_\_\_  
Philgeps Registry No.

\_\_\_\_\_  
Printed Name and Signature of Bidder

\_\_\_\_\_  
Address and Contact Number

\_\_\_\_\_  
TIN