

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 # 5/32/47
S 111
May 26, 2017
30/68/126

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	60,950.00		
	140	pcs	Ballpen, Black, BP-S fine, ball point PR# 32//OBR# 68 c/o CASSO (40) PR# 5//OBR# 30 c/o RTC (100)			
	40	pcs	Ballpen, Blue, BP-S-fine, ballpoint PR# 32//OBR# 68 c/o CASSO (40)			
	100	pc	Ballpen red PR# 5//OBR# 30 c/o RTC (100)			
	75	pc	correction tape (6 mm x 5mm) PR# 5//OBR# 30 c/o RTC (50) PR# 32//OBR# 68 c/o CASSO (25)			
	4	packs	Folder, tagboard, legal, 100 s/pack PR# 32//OBR# 68 c/o CASSO (4)			
	20	bottle	INK (EPSON) 250 ml (black) PR# 5//OBR# 30 c/o RTC (20)			
	10	bottles	Ink Black 70 ml PR Number:-047//OBR Number: 126 c/o CEO (10)			
	10	bottles	Ink Cyan 70 ml PR Number:-047//OBR Number: 126 c/o CEO (10)			
	10	bottles	Ink Magenta 70 ml PR Number:-047//OBR Number: 126 c/o CEO (10)			
	10	bottles	Ink Yellow 70 ml PR Number:-047//OBR Number: 126 c/o CEO (10)			
<i>cherie</i>						

PURPOSE: _____

- 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

 TIN

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 # 5/32/47
S 111
May 26, 2017
30/68/126

ITEM NO.	QTY	UNIT	DESCRIPTION	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
	150	pc	RIBBON (EPSON) for LX300 PR# 5//OBR# 30 c/o RTC (150)			
	100	pc	RIBBON (EPSON) for LX310 PR# 5//OBR# 30 c/o RTC (100)			
	40	pcs	Sign Pen, 0.5mm, black PR# 32//OBR# 68 c/o CASSO (40)			
	50	pcs	Tape, transparent, 2" PR# 32//OBR# 68 c/o CASSO (50)			
Purpose: For Use at the CASSO & RTC Purpose: for 2017 CEO use -Second Quarter						
<i>cherie</i>						

PURPOSE: _____

- 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

 TIN