

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: 20357

Solicitation No: 179

Shopping

Date: September 10, 2020

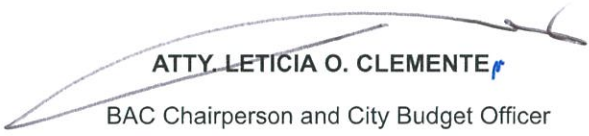
OBR #

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 quotation found not in order.

Thank you very much.

NOTE:**"PLEASE SEAL YOUR BIDS"**


ATTY. LETICIA O. CLEMENTE, Jr.

BAC Chairperson and City Budget Officer

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE /UNIT	TOTAL BID PRICE
1	1	LOT	OS c/o RTC	124,795.70		
	6	box	Envelope - Envelope - Expanding, Kraft board, for legal size doc, 100 pieces per box -	739.00		
	6	box	Envelope - Envelope - Mailing, 500 pieces per box -	378.20		
	20	bundle	Folder - Folder - Tagboard, for legal size documents ,100 pieces per pack -	322.00		
	30	pack	Index Card - Index Card - 102 x 152 mm (4 inches x 6 inches), Plain -	40.00		
	10	set	Marker - Marker - Fluorescent, 3 colors per set -	49.00		
	30	piece	Marker - Marker - Permanent; Bullet Type - Black -	32.50		
	40	piece	Marker - Marker - Permanent; Bullet Type - Blue -	10.00		
	10	pad	Pad Paper - Legal (8.5 x 13), yellow, 50sheets	45.00		
	195	ream	Paper - Paper - Multicopy, 80gsm, size: 210mm x 297mm (A4) -	170.56		
	240	ream	Paper - Paper - Multicopy, 80gsm, size: 216mm x 330mm (Legal) -	201.00		
	190	piece	Pen - Pen - Ballpoint, black -	15.00		
	170	piece	Pen - Pen - Ballpoint, blue -	15.00		

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE /UNIT	TOTAL BID PRICE
	100	piece	Pen - Pen - Ballpoint, red -	15.00		
	35	piece	Sign Pen - Sign Pen - Black, liquid/gel ink, 0.5mm needle tip -	34.61		
	35	piece	Sign Pen - Sign Pen - Blue, liquid/gel ink, 0.5mm needle tip -	45.00		
	15	piece	Sign Pen - Sign Pen - Red, liquid/gel ink, 0.5mm needle tip -	34.61		
	15	bottle	Stamp Pad Ink - Stamp Pad Ink - 50mL w/ Applicator, Black -	51.00		
	150	piece	Tape - Tape - Correction, 1 piece in individual plastic, Disposable, Dispensing mechanism: Gear type, Dispensing System: Single line tape, With mechanism for adjustment/rewinding, Tape: Type: Film based, Usable length: 8 meters (min), Width: 5mm, Color: White opaque, Case: Size: Manufacturer's standard, Design: Manufacturer's standard, With protective cap, Brand shall be engraved/embossed/printed on the item. -	15.00		
	60	roll	Tape - Tape - Masking , 48mm x 50m - 2" -	109.00		
	45	roll	Tape - Tape - Masking, 24mmx50m -	39.00		
	60	roll	Tape - Tape - Packaging, 48mm x 50m / 2" -	24.00		
	70	roll	Tape - Tape - Transparent, 24mm x 50m / 1" -	11.00		
	70	roll	Tape - Tape - Transparent, 48mm x 50m / 2" -	20.00		

PURPOSE: PAYMENT of 1st QUARTER (PPA 1 OFFICE SUPPLIES) 2020 to be used for REGIONAL TRIAL COURT, BAGUIO CITY

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