

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 # :

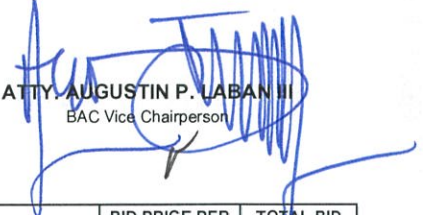
PR # 50  
S 211  
October 16, 2018

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.

  
**ATTY. AUGUSTIN P. LABAN III**  
 BAC Vice Chairperson

**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
<b>1</b>	<b>1</b>	<b>lot</b>	<b>Printing Consumables</b>	<b>14,210.00</b>		
	25	bottle	Ink- T6641, Black, for Epson	7,250.00		
	12	bottle	Ink- T6642, Cyan, for Epson	3,480.00		
	12	bottle	Ink- T6644, Yellow, for Epson	3,480.00		
<b>2</b>	<b>1</b>	<b>lot</b>	<b>Office Supplies</b>	<b>11,187.62</b>		
	1	box	Envelope- Expanding, Kraft board, for legal size doc, 100 pieces per box	683.88		
	1	box	Envelope- Mailing with window, 500 pieces per box	420.00		
	8	ream	Paper- Multicopy, 80gsm, size: 216mm x 330mm (Legal)	1,241.76		
	7	pack	Folder- Tagboard, for legal size documents, 100 pieces per pack	1,542.87		
	35	pad	Pad Paper-ruled	667.80		
	74	pcs	Pen Sign- Black, liquid/gel ink, 0.5mm needle tip	2,960.00		
	5	pcs	Stapler- Standard type, load cap: 200 staples min, 1 piece in individual box	451.90		
	16	pcs	Pen Sign- Red, liquid/gel ink, 0.5mm needle tip	640.00		
	8	box	Paper Clip- 33mm, 100 pcs per box	64.00		
	1	pc	Ink- violet, 50mL	22.88		
	5	roll	Tape- Packaging, 48mm x 50m	166.40		
	15	pcs	Marker- Whiteboard, black	169.65		
	46	pad	Notepad- 3X3, Stick-on, 100 sheets per pad	2,156.48		
<b>3</b>	<b>1</b>	<b>lot</b>	<b>Janitorial Supplies</b>	<b>4,654.00</b>		
	30	box	Toilet deodorizer- cake block, deoderizer / moth pr	806.40		
	30	bar	Soap- min 392g net mass, four (4) pcs/bar	519.60		
	80	bottle	Soap- for toilet bowl and urinal, 900mL	3,328.00		

REFERENCE POSTED ON: 10/22/2018  
 POSTING PERIOD: 10/25 - 10/26/18  
 OPENING OF RFQ/BIDS: 10/26/18  
 POSTED BY: [Signature]  
 ADVERTISERS TO VERIFY THAT THIS REG. WAS POSTED AT THE: PHILGEPS WEBSITE  
 BAGUIO CITY GOVERNMENT WEBSITE  
 THREE (3) CONSECUTIVE SPACES

**PURPOSE:** For the Social Development Center office use c/o OCSWDO

- 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