

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 # 2018-010 UNION
S 212
October 19, 2018
TF

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

POSTED ON: 10/23/18
 POSTING PERIOD: 10/23/18 to 10/26/18
 PERIOD OF REFERENCE: 10/26/18
 POSTED BY: [Signature]

ITEM NO.	QTY	UNIT	DESCRIPTION	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	lot	Office Supplies	3,774.00		
	2	ream	Multicopy, 80 gsm, size: 216mmx330mm (legal)	401.00		
	1	ream	Stationery: specialty paper, yellow, short	795.00		
	8	pcs	Marker: Permanent, chisel type, black	448.00		
	8	pcs	Marker: Whiteboard, black	280.00		
	30	pcs	ID Holder: clear plastic badge pocket w/ metal clip	420.00		
	30	pcs	Envelope: Expanding, paper, legal w/ elastic strap	480.00		
	2	roll	Tape: Transparent, 48mmx50m	50.00		
	4	bundle	Cartolina: white, 572mm x 724 x, 120gsm, 20sheet	360.00		
	30	pcs	Pen: Ballpoint, black	540.00		
	1	lot	Printing Consumables	1,040.00		
	2	cart	EPSON C13T664200 (T6642), Cyan	520.00		
	2	cart	EPSON C13T664100 (T6641), Black	520.00		
	1	lot	Personal Care Product	280.00		
	2	pack	Tissue Paper: 2-plys sheets, 12 rolls in a pack			

PURPOSE: For the use during the Development and Institutionalize Monitoring Tools and Mechanisms workshop on November 12-14, 2018 c/o HSO

- 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