

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 # 131
S 224
November 13, 2018
SEF

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
1	1	lot	Office Supplies	8,060.00		
	3	ream	Bond Paper, long (8.5inch x 13in)	420.00		
	3	ream	Bond Paper (210mm x 297mm)	390.00		
	20	pack	Specialty Paper size: short 10pcs per pack	600.00		
	20	pad	Yellow Pad (80leaves)	1,000.00		
	10	pack	Oslo Paper (10pcs per pack)	400.00		
	60	pc	Manila Paper	300.00		
	50	pc	Permanent marker, black, broad	750.00		
	500	pc	Ballpen, black	3,500.00		
	100	pc	Pencill, lead no.2	700.00		
2	1	lot	Printing Consumables	1,160.00		
	1	bottle	Computer ink, T6641, black, for Epson	290.00		
	1	bottle	Computer Ink, T6642, cyan, for Epson	290.00		
	1	bottle	Computer Ink, T6643, magenta, for Epson	290.00		
	1	bottle	Computer Ink, T6644, yellow, for Epson	290.00		
ac			<p style="text-align: center;">TO IDENTIFY THAT THIS RFB WAS POSTED AT THE: <u>PHILGEPS WEBSITE</u> <u>BAGUIO CITY GOVERNMENT WEBSITE</u> <u>THREE (3) CONSPICUOUS SPACES</u></p> <p>REFERENCE : _____ POSTED ON <u>11/13/18</u> BIDDING PERIOD: <u>11/13 - 11/20/18</u> OPENING OF RFB/BIDS: <u>11/20/18</u> POSTED BY: _____</p>			

PURPOSE: to purchase supplies to be used by participants in the Division Schools Press Conference on November 20-22, 2018 at DepEd training center

- 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