

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 # 89
S 244
November 10, 2017
221-17-10-476

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	38,609.00		
	20	ream	bond paper (long)			
	20	ream	bond paper (A4)			
	10	pcs	Duct Tape (gray)			
	10	rolls	masking tape (48mm)			
	10	box	staple wire (no. 325)			
	15	tube	white glue (130 grams)			
	15	plastic	sticker paper			
	145	pcs	certificate holder (8.5" x 11")			
	7	pcs	certificate frame (8.5" x 11")			
	50	plastic	specialty paper (8.5" x 11")			
	20	pcs	correction tape			
	10	pcs	double sided tape (width=1", length=9")			
	29	pcs	name tag badge holder with lace (various colors) see attached picture			
	145	pcs	sign pen (blue)			
	145	pcs	notepad with recycled design- atleast 6" x 8"			
	7	pcs	brown Paper bags (ht 12", 5" thickness)			

I HEREBY CERTIFY THAT THIS RFB WAS
 POSTED AT THE _____ BIDS WEBSITE
 OF THE CITY GOVERNMENT OF BAGUIO
 THREE (3) CONSPICUOUS SPACES
 REFERENCE TO: _____
 DATE: _____ 11/12/17

PURPOSE: Conference materials of participants to the Baguio City Research Conference c/o DepEd Div Office - Baguio City
 DATED BY: _____ 11/12/17

- 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