

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 # 3
S 67
June 26, 2018
101-1051-18-4-38

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	14,958.18		
	3	pack	Battery - dry cell, AA, 2 pieces per blister pack	64.35		
	4	box	Envelope - Mailing, 500 pieces per box	1,400.00		
	15	pair	Scissors - symmetrical, blade length: 65mm, 1 piece in individual plastic	226.50		
	8	piece	Tape Dispenser - Table top	436.40		
	8	piece	Stapler - Standard type, load cap: 200 staples min, 1 piece in individual box	723.04		
	3	piece	Pen Sign - Red, liquid/gel ink, 0.5mm needle tip	120.00		
	10	box	Paper Clip - 33mm, 100 pcs per box	80.00		
	60	piece	Magazine Box - size: 110mm x 220mm x 265mm type: with open end	2,745.60		
	3	cartridge	Toner - CE285A, black, Compatible for HP LaserJet P1102, p1102w, HP85A	8,933.49		
	10	piece	Ink - violet, 50mL	228.80		
2	1	lot	Janitorial Supplies	4,836.56		
	3	bar	Soap - min 392g net mass, four(4) pcs/bar	51.96		
	18	bottle	Soap - for toilet bowl and urinal, 900mL	748.80		
	10	roll	Trash bag - plastic, gusseted type, transparent, 10 pcs per roll/pack	1,538.70		
	25	can	Air Freshener - aerosol, 280ml/150g min	2,250.00		
	2	piece	Broom - (tambo)	194.48		
	2	piece	Broom - (tingting)	52.62		

PURPOSE: For Quasi-Judicial Services c/o CRO

- 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 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.

TO CERTIFY THAT THIS BID WAS
 OPENED AT THE _____
 BAGUIO CITY GOVERNMENT
 THREE (3) BIDDING
 7/11/18
 7/11-7/14/18
 7/14/18
Bo

Name of Establishment	Philgeps Registry No.	Printed Name and Signature of Bidder
Address & Contact Number	page 1 of 1	TIN