

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 : **PR # 2019-037**
 Shopping Solicitation No : **SVP (2) 1442**
 Date : **September 8, 2020**
 Obr # : **TRUST FUND**

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 units	STAFF CHAIRS OFFICE CHAIR Brand new, preferably black color, swivel chair, steel armrest and legs, leatherette material, adjustable height <i>please see attached sample image</i>	211,000.00		
	65			3000.00		
	4	units	EXECUTIVE OFFICE CHAIR Brand New, preferably black color, leather high back ergonomic, pneumatic height adjustment (gaslift), Chromed steel base:320mm, tilt lock mechanism <i>please see attached sample image</i> NOTE: at least six (6) months warranty	4,000.00		
<i>mj</i>						

PURPOSE: For staff chairs 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.
 6) Unit prices must not exceed indicated line item price.

 Name of Establishment

 Philgeps Registry No.

 Printed Name and Signature of Bidder

 Address & Contact Number

 TIN