

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 # 30**
 Shopping Solicitation No.: **SVP (2) 148**
 Date: **March 1, 2019**
 Obr #: _____

Dear Sir/Madam:
 Please quote your price of items 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 items 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	unit	Photocopier - Technical Data PRINT SEED up to 130ppm; PRINT RESOLUTION 300 x 300 dpi; PRINT AREA 251 x 357 mm (9.88 x 14.05 in.); PAPER WEIGHT 50 - 157 gsm (print) / 50-107 gsm (original); ORIGINAL PAPER SIZE Max. 340 x 435 mm (12.2 x 17.12 in.) Min. 90 x 140 mm (3.54 x 5.51 in.); PRINT PAPER SIZE Max. 297 x 420 mm (11.69 x 16.53 in.) Min. 100 x 148 mm (3.93 x 5.82 in.); MASTER MAKING TIME Approx 37 sec.; SCAN RESOLUTION 300 x 300 dpi; INK CAPACITY 800 ml; MASTER CAPACITY 200 cuts/roll; PAPER SUPPLY CAPACITY 1000 sheets (64 gsm); POWER CONSUMPTION 220 watts. -	150,000.00		

PURPOSE: Fore reproduction of forms, building and other permits c/o CBAC

- 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 _____

Handwritten notes:
 1. 150,000.00 (150,000) U.S.D. ONLY
 2. ALL SEED MENTOR
 3. BAGUO CITY GOVERNMENT WEBSITE
 4. THERE <=> DIRECTOR BUDGET OFFICER