

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, 2016  
 Standard Form Title: Request For Quotation

Reference No: 1911  
 Solicitation No: 1376 Small  
 Value Procurement  
 Date: October 29, 2018  
 OBR #

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 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 quotation found not in order.

Thank you very much.

AUGUSTIN P. LABAN III  
 BAC VICE CHAIRPERSON

**NOTE:**

**ATTY. LETICIA O. CLEMENTE**

**"PLEASE SEAL YOUR BIDS"**

BAC Chairperson and City Budget Officer

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	LOT	Cleaning Materials c/o cADMO	5,501.00		
	9	can	Car Freshener - Spill proof, organic lemon based scent -			
	8	piece	Chamois - Synthetic, 17" x 12.6", 0.2cm thick -			
	12	piece	Cloth - microfiber, for car cleaning -			

**\*\*Please submit and accomplish the attached Omnibus Sworn Statement together with this form\*\***

PURPOSE: 1st Quarter Supplies

- NOTED:
- 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
  - 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 and Contact Number

TIN

I AM TO CERTIFY THAT THIS RFB WAS  
 POSTED AT THE: \_\_\_\_\_ PHILGEPS WEBSITE  
 \_\_\_\_\_ BAGUIO CITY GOVERNMENT WEBSITE  
 \_\_\_\_\_ THREE (3) CONSPICUOUS SPACES

REFERENCE TO:  
 POSTED ON: 11/6/18  
 EXPIRING PERIOD: 11/6/18 - 11/9/18  
 OPENING OF RFB/BIDS: 11/9/18  
 POSTED BY: \_\_\_\_\_