

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: 1978

Solicitation No: 1431 Small Value Procurement

Date: November 13, 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.

**NOTE:**

**"PLEASE SEAL YOUR BIDS"**

  
**ATTY. LETICIA O. CLEMENTE**  
 BAC Chairperson and City Budget Officer

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	LOT	Printing Services c/o OCSWDO	3,000.00		
	500	pcs	Printing and Publication Expenses - Printing of Solo Parent ID - White Board Paper -55 cm x 92 cm Please see attached sample			

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

PURPOSE: For the Printing of Solo Parent ID

- 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

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

REFERENCE :  
 POSTED ON: 11/15/18  
 POSTING PERIOD: 11/15 - 11/18/18  
 OPENING OF RFB/BIDS: 11/18/18  
 POSTED BY: [Signature]