

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: 9582

Solicitation No: 1452 Small Value Procurement

Date: October 22, 2019

OBR #

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 quotation found not in order.

Thank you very much.

**NOTE:**

**"PLEASE SEAL YOUR BIDS"**

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

By:   
**Atty. AUGUSTIN P. LABAN III**  
 BAC Vice Chairperson and  
 City Human Resource Management Office

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BJD PRICE /UNIT	TOTAL BID PRICE
1	1	LOT	Printing Services EPBLS c/o CMO	244,800.00		
	40800	piece	LUMP/LOT - Printing of EBPLS form 2 Original copy: 80 gsm Duplicate copy: 70 gsm -must be loose leaf for easier printing Please see attached sample	6.00		

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

PURPOSE: Printing of EBPLS form 2 Permits and Licensing Division

**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.
- 6) Unit prices must not exceed indicated line item price.

\_\_\_\_\_  
 Name of Establishment

\_\_\_\_\_  
 Philgeps Registry No.

\_\_\_\_\_  
 Printed Name and Signature of Bidder

\_\_\_\_\_  
 Address and Contact Number

\_\_\_\_\_  
 TIN