

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: 20965  
 Solicitation No: 1537 Small  
 Value Procurement  
 Date: September 23, 2020  
 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:**

**ATTY. LETICIA O. CLEMENTE**

BAC Chairperson and City Budget Officer

**"PLEASE SEAL YOUR BIDS"**

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE /UNIT	TOTAL BID PRICE
1	1	LOT	Furniture c/o OCSWDO	329,563.00		
	20	unit	Filing Cabinet - Filing Cabinet - Vertical, steel, gauge 22, four drawers with lock -	10384.40		
	15	unit	Table - Table - 120x60x74cm; melamine laminated; wenge finish -	8125.00		

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

PURPOSE: For the office use of CSWDO (Filing Cabinets and office Tables)

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

nlg  
 nlg  
 9/28/2020  
 9/29 - 10/1/2020  
 10/1/2020  
 BIDS: