

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 # 3  
 Shopping Solicitation No : SVP 1825  
 Date : November 5, 2020  
 Obr # : 101-1081-20-2-2

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 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   | lot    | FURNITURE  | 135300.00 |                    |                 |
|          | 1   | piece  | OFFICE CABINET<br>Wooden,<br>H = 76 cm,<br>W = 45 cm,<br>L = 180 cm  | 50000.00  |                    |                 |
|          | 3   | pieces | LATERAL FILING CABINET<br>3 drawers, gauge 22,<br>900 x 450 x 1060 mm<br>with lock   | 14500.00  |                    |                 |
|          | 11  | pieces | MOBILE PEDESTAL<br>3 drawers,<br>gauge 22,<br>H = 2 ft.,<br>W = 15.5 inches,<br>L = 20.5 inches<br><br>NOTE:<br>Supplier should attach brochure. | 3800.00   |                    |                 |

PURPOSE: For the City Accounting Office

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

THIS BIDDING DOCUMENT IS TO BE OPENED AT THE OFFICE OF THE BAC CHAIRPERSON, BAGUIO CITY GOVERNMENT, CITY HALL, BAGUIO CITY, PHILIPPINES, ON NOVEMBER 11, 2020 AT 2:00 PM. THIS IS AN ADDITIONAL BIDDING DOCUMENT.

REFERENCE: n/a  
 POSTED ON: 11/16/2020  
 POSTING PERIOD: 11/16 - 11/19/2020  
 OPENING OF BIDDINGS: 11/19/2020  
 PREPARED BY: 

Name of Establishment

Philgeps Registry No.

Printed Name and Signature of Bidder

Address & Contact Number

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