

Republic of the Philippines  
**BIDS AND REWARDS COMMITTEE**  
 (Goods and Services)  
 City Government of Baguio  
 Baguio City

Standard Form No.: SF - GOODS-60  
 Revived on: September 5, 2016  
 Standard Form Title: Request For Quotation

Reference No: 513  
 Solicitation No: 261  
 Date: March 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 quotations found not in order.

Thank you very much.

**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	BCNC Quarterly & Execom MTG c/o HSO	10,125.00		
	27	pax	Representation Expenses, BCNC Quarterly Meeting: 1st Quarter - March 27, 2018 PM Snacks: Peanut Roll, Bottle Water 350ml Venue: HSO Conference Hall Note: Snacks shall be delivered and served at the venue.			
	27	pax	Representation Expenses, BCNC Quarterly Meeting: 2nd Quarter PM Snacks: Peanut Roll, Bottle Water 350ml Venue: HSO Conference Hall Note: Snacks shall be delivered and served at the venue.			
	27	pax	Representation Expenses, BCNC Quarterly Meeting: 3rd Quarter PM Snacks: Peanut Roll, Bottle Water 350ml Venue: HSO Conference Hall Note: Snacks shall be delivered and served at the venue.			
	27	pax	Representation Expenses, BCNC Quarterly Meeting: 4th Quarter PM Snacks: Peanut Roll, Bottle Water 350ml Venue: HSO Conference Hall Note: Snacks shall be delivered and served at the venue.			
	27	pax	Representation Expenses, BCNC Execom Meeting: Snacks: Peanut Roll, Bottle Water 350ml Venue: HSO Conference Hall Note: Snacks shall be delivered and served at the venue.			

RECEIVED BY: \_\_\_\_\_  
 DATE: 3/14/18  
 TIME: 9:17 AM  
 OFFICE: BAC SECRETARIAT  
 CITY HALL, BAGUIO CITY

PURPOSE: For snacks during BCNC quarterly and execom meetings c/o Nutrition, HSO

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