

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: 691  
 Solicitation No: 414 *SVP*  
 Date: April 13, 2018  
 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 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	DESCRIPTIONS	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	LOT	Tokens c/o CADMO, HSO, CEO	339,550.00		
	30	piece	Ethnic Cellphone Case - Ethnic Cloth, with sling -			
	30	piece	Necktie - Ethnic Cloth -			
	30	piece	Organizer - Ethnic Cloth cover, 10"L x 56"W -			
	40	piece	Wallet - Ethnic Cloth cover, inside: pocket for ATMs and Check Holder, Cash, and others, 8:"L x 4"W, assorted color -			
	30	piece	Table Runner - Ethnic Cloth, 56"L x 13"W, color combination of black, red, white -			
	1	piece	Wall Decor - Ethnic Designs, woven, 50"L x 35"W -			
	150	piece	Lei - Wiht ethnic cloth; 40"length with sunflower style with City of Baguio texts and molded logo seal made of resin material -			
	100	piece	Pin - gold-plated, size: 0.75" diameter, with Baguio seal and hardbound box -			
	100	piece	Keychain - Gold-plated, size: 1"width x 2.5"height, with hardbound box -			
	115	piece	Paperweight - With ballpen, hardbound box, with printed tourist spots of Baguio City -			

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
	100	piece	Letter Opener - Gold-plated, size: 0.85"diameter x 5"height, with hardbound box -			
	50	piece	Wooden Key - Polished wood and with ethnic cloth design -			
	20	piece	Mounted Key to the City - 12"length x 14"width with 2.5" logo size -			

PURPOSE: For Janitorial/Office used

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