

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: 760  
 Solicitation No: **490SVP**  
 Date: April 24, 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

**ATTY. AUGUSTIN P. LIBAN III**  
 City Human Resource Management Officer  
 BAC Designated Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE PER UNIT	TOTAL BID PRICE
1	1	LOT	Records Management Supply c/o BCPO	2,655.00		
	1	piece	Laser Pointer - Wireless Presenter, RF 2.4GHz Powerpoint Clicker Presentation Remote Control Pen. Specifications: Transmitter Technology: Radio Frequency Frequency: 2.4GHz Control Distance: 100m Class 3R Max Output: Distance: >200m Wavelength: 650nm Battery: AAA*1 Working Voltage: 1.5V Dimension: 139.2*18.2*19.7mm Weight: 25g USB Receiver Operation System: Windows 2003, XP, Vista, Windows 7/8, Mac OS, Linux Dimension: 21.95*13.8*7.15mm Weight: 2g -			

PURPOSE: Seminars on Records Management in consonance with Witness Processing for Testimonial Evidence August 23 -24,2018

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

Address and Contact Number

Philippine Registry No. \_\_\_\_\_  
 THIS BIDDING DOCUMENT THIS RFD WAS POSTED AT THE \_\_\_\_\_ BAGUIO CITY GOVERNMENT WEBSITE THREE (3) DAYS BEFORE THE BIDDING PERIOD.  
 BIDDING PERIOD: 4/30/18 - 5/3/18

Printed Name and Signature of Bidder

TIN