

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 :  
 Shopping Solicitation No :  
 Date :  
 Obr # :

PR# 1011B-17-07-124  
SVP (3) 1451  
November 20, 2019  
101-1011B-17-07-196

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	2	units	<b>Digital Voice Recording Device</b>	<b>16,400.00</b>		
<p>Built-In memory 2GB            PC Connectivity            Channel Stereo            Recording Format MP3            Message And Folders 10/990 (99 messages in on folder)            Earphone Jack            Battery Type 1 x nimh AAA rechargeable battery            Dimensions (W x H x D) approx. 36.6 x 98.5 x 14.6            Weight ( including batteries) approx. 58 g , mic- in -jack            Recording:            LP 535 hrs 45 mins SP: 133 hrs 55 min            St: 22 hrs 15 mins STLP : 89 hrs 15 min STSP : 33 hrs 25 mins            Functionality:            Voice-Operated Recording (VOR):            noise cut filter , low cut filter, digital pitch control,            PC data storage, MP3 music playback, radio recording,            FM Tuner m USB Charge</p>						
<p><i>REFERENCE: 11/23/18            POSTED ON: 11/23-11/24/18            PERIOD: 11/23-11/24/18            OPENING OF BIDS: 11/24/18            BY: [Signature]</i></p> <p><i>THIS IS TO CERTIFY THAT THIS REF. WAS REGISTERED AT THE PHILGEPS MEMBERSHIP BAGUIO CITY GOVERNMENT MEMBERSHIP THREE (3) CONSORTIUMS BPAI</i></p> <p style="text-align: right;"><b>**Please submit and accomplish the attached Omnibus Sworn Statement together with this form**</b></p>						

**PURPOSE:** Use for meeting and other HRM activities c/o CHRMO

- 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.

Name of Establishment	Philgeps Registry No.	Printed Name and Signature of Bidder
Address & Contact Number	Page 1 of 1	TIN