

Te. No. (047) 2446246

Standard Form Number: SF-GOOD- 60

Purchase Request No. : BNA-5282-21

Trade Agreement : Revised Implementing Rules and Regulations of R.A 9184

Procurement Method : Shopping - Regular Office Supplies (Sec 52.1b)

Approve Budget Cost : Php135,000.00

(ABC)

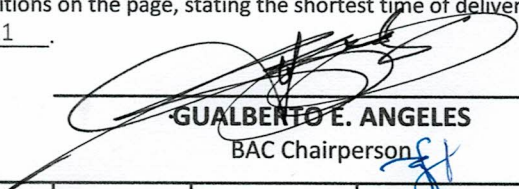
Date : _____

REQUEST FOR QUOTATION

Company/Traders Name : _____

Address : _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than April 5, 2021.


GUALBERTO E. ANGELES

BAC Chairperson

Item No.	Item/s and Description	Quantity	Unit	Unit Price	Total Price
1	Board Paper	6	pkcs		
2	Trash Bag, black, big XL, 10-pcs/pack	100	pkcs		
3	Scotch Tape, 1"	20	rolls		
4	Liquid Hand Soap, 500ml	50	btls		
5	Sign Pen, high tech pen 0.5, green	20	pcs		
6	Sign Pen, high tech pen 0.5, blue/black	25	pcs		
7	Rubber Band, small	5	bxs		
8	Rubber Band, big	2	bxs		
9	Ring Binder, plastic, 24mm	20	pcs		
10	Post-it, 3" x 3"	20	pkcs		
11	Photo Paper, 5	5	pkcs		
12	White Board Marker, blue/black	20	pcs		
13	Permanent Marker	30	pcs		
14	Fastener, plastic	20	bxs		
15	Eraser, rubber	5	pcs		
16	Data Folder	40	pcs		
17	Correction Tape, big	20	pcs		
18	Continuous Form, 9-1/2"x11", 3-ply, carbonless	10	pcs		
19	Paper Clips, small	10	bxs		
20	Paper Clips, big	10	bxs		
21	Binders Clip, 1-5/8"	20	bxs		
22	Binders Clip, 1"	20	bxs		
23	Calculator, 16-digits	10	pcs		
24	Bond Paper, long	100	rms		
25	Bond Paper, A4	175	rms		
26	USB, 64GB	10	pcs		
	*****nothing follows*****				
	NOTE:				
	For PMO-Bataan/Aurora Office Supplies for 2nd Quarter CY 2021				

After having carefully read and accepted your General Condition, I/We quote you on the item/s at prices noted above.

Signature Over Printed Name

Tel No. _____

General Conditions:

1. ALL ENTRIES MUST BE WRITTEN LEGIBLY or TYPEWRITTEN
2. QUOTATIONS WITH ERASURES OR OVERWRITING SHALL BE VALID ONLY IF THEY ARE SIGNED OR INITIALED

General Conditions:

1. ALL ENTRIES MUST BE WRITTEN LEGIBLY or TYPEWRITTEN
2. QUOTATIONS WITH ERASURES OR OVERWRITING SHALL BE VALID ONLY, IF THEY ARE SIGNED OR INITIALLED BY THE SUPPLIER OR HIS AUTHORIZED REPRESENTATIVE
3. DELIVERY PERIOD WITHIN 30 Calendar Days AFTER RECEIPT OF P.O or notice
4. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 60 Calendar Days
6. SUPPLIER MUST POSSESS TAXPAYER INFORMATION NUMBER (TIN)
7. Phil-GEPS REGISTRATION CERTIFICATE/ NUMBER SHALL BE SUBMITTED
8. SUBJECT TO SUBMISSION OF LEGAL DOCUMENTS FOR THE DETERMINATION OF TECHNICAL, LEGAL AND FINANCIAL CAPABILITY OF SUPPLIER

Item	Description	Quantity	Unit	Unit Price	Total Price
18	Conditioned Paper 8-1/2 x 11, 3-1/4" x 5-1/2"	70	box		
19	Conditioned Paper 8-1/2 x 11	50	box		
20	Conditioned Paper 8-1/2 x 11	40	box		
21	Conditioned Paper 8-1/2 x 11	2	box		
22	Conditioned Paper 8-1/2 x 11	50	box		
23	Conditioned Paper 8-1/2 x 11	30	box		
24	Conditioned Paper 8-1/2 x 11	50	box		
25	Conditioned Paper 8-1/2 x 11	2	box		
26	Conditioned Paper 8-1/2 x 11	30	box		
27	Conditioned Paper 8-1/2 x 11	20	box		
28	Conditioned Paper 8-1/2 x 11	50	box		
29	Conditioned Paper 8-1/2 x 11	200	box		
30	Conditioned Paper 8-1/2 x 11	5	box		
31	Conditioned Paper 8-1/2 x 11	2	box		
32	Conditioned Paper 8-1/2 x 11	50	box		
33	Conditioned Paper 8-1/2 x 11	20	box		
34	Conditioned Paper 8-1/2 x 11	50	box		
35	Conditioned Paper 8-1/2 x 11	200	box		
36	Conditioned Paper 8-1/2 x 11	5	box		

Signature of Supplier

 Name of Supplier

REQUEST FOR QUOTATION

Procurement Method : Open Competitive Bidding
 Date of Issuance : 2018-08-21
 Validity Period : 30 Days
 Issued by : Procurement Office

