



Te. No. (047) 2446246

Standard Form Number: SF-GOOD- 60

Purchase Request No. : BNA-4771-19

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

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


Approve Budget Cost : Php 304,801.50
(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 December 20, 2019.


GUALBERTO E. ANGELES
 BAC Chairperson

Item No.	Item/s and Description	Quantity	Unit	Unit Price	Total Price
1	Steno Notebook	20	PC		
2	Meals	1	LOT		
3	Post-it, 3" X 3"	20	PAD		
4	Double Sided Tape, 1"	25	RL		
5	Duck Tape, 2"	20	RL		
6	Packing Tape, 2"	20	RL		
7	Scotch Tape, 1"	20	RL		
8	Ballpen, Ordinary, Red	20	PC		
9	Ballpen, Ordinary, Blue	20	PC		
10	Ballpen, Ordinary, Black	20	PC		
11	Staple Wire, 23/8	20	BOX		
12	Staple Wire, 26/6	20	BOX		
13	Pencil	50	PC		
14	SIGN PEN, High tech pen 0.5, blue	6	BOX		
15	SIGN PEN, high tech pen, black	6	BOX		
16	Record Book, 500p	10	PC		
17	Highlighter, Assorted	20	PC		
18	Colored pen, Assorted	5	SET		
19	Storage Box	10	PC		
20	Cutting mat, A5	5	PC		
21	Eraser	10	PC		
22	Magazine File	30	PC		
23	Board paper, A4	30	PK		
24	Envelope, Expanding, Long	50	PC		
25	Acetate/PVC Cover ,A4	10	PK		
26	Photo Paper, Matte	20	PK		
27	Tape Dispenser, Big	3	PC		
28	Battery, AA,4-pcs/pack	20	PK		
29	Battery, AAA, 4-pcs/pack	20	PK		
30	Cable Tie 8", 100-pcs/pack	5	PK		
31	Glue, Big	10	BOT		
32	Document Keeper	20	EA		
33	Card holder	10	PC		
34	Call Bell	2	PC		

35	Ink, HP DesignJet 728, Cyan	4	PC		
36	Ink, HP DesignJet 728, Yellow	4	PC		
37	Ink, HP DesignJet 728, Magenta	4	PC		
38	Ink, HP DesignJet 728, Black	5	PC		
39	Ink, Epson 003, Cyan	20	PC		
40	Ink, Epson 003, Black	20	PC		
41	Ink, Epson 003, Magenta	20	PC		
42	Ink, Epson 003, Yellow	20	PC		
43	Brother TN2260	10	PC		
44	Fax Machine Toner, Brother DR2255	8	PC		
45	Key Box	2	PC		
46	Pc Monitor Anti-radiation Screen Protector	10	PC		
47	Scissors, Heavy duty	10	PRS		
48	Correction Fluid	20	BOT		
49	ID Jacket/ Holder	11	PC		
50	Pen Holder	4	PC		
51	Blade, Cutter	20	PC		
52	Cutter, Heavy duty	15	PC		
53	Folder, Expanding Long	51	PC		
54	Folder, Ordinary long	51	PC		
55	Bond paper A3	20	PC		
56	Bond Paper , Legal	20	RM		
57	Bond Paper A4	20	RM		
58	Prepaid Cards/ Load	1	LOT		
59	Push pins	1	BOX		
	*****nothing follows*****				
	NOTE:				
	To be Charged to Project" Structural Retrofitting of damaged R.C Pier and RoRo Ramp at port of Dingalan, Aurora (A190137)				

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 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