

REQUEST FOR QUOTATION

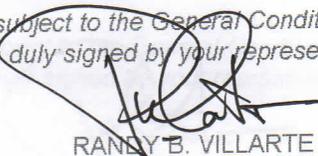
NAME OF SUPPLIER:

QUOTATION NO.: 0025-2019

OFFICE ADDRESS :

DATE PREPARED: 02/19/2019

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



RANDY B. VILLARTE
 Actg. Supervising Supply Officer

NOTE:

1. All entries must be handwritten or typewritten
2. Delivery period within 30 calendar days.
3. 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.
4. Price validity shall be for a period of 30 calendar days
5. G-EPS registration certificate shall be attached upon submission of the quotation
6. Bidders shall submit original brochures showing certifications of the product being offered.
7. Only sealed canvass/quotation shall be accepted
8. All prospective bidders shall submit Mayor's/Business permit, PhilGEPS registration number, Income/Business Tax Returns, Omnibus sworn statement and DTI certificate of registration during the opening of sealed RFQ.

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	PRICE/ UNIT	TOTAL AMOUNT
69	Continuous Paper 3 ply, 11" X 9 1/2" BD 70GSM Carbonized	3	box		
71	Trimmer (for continuous paper), Legal	3	piece		
72	Ruler 18" Plastic	3	inches		
73	Epson LQ2190 Cartridge	3	piece		
78	Correction pen	3	piece		
79	Sticky Note 2 x 2	11	piece		
80	Laminating Film, long	2	ream		
81	Data File (green)	5	piece		
82	Data file (blue)	5	piece		
83	Data file (black)	5	piece		
84	Epson 003 Black	6	bottle		
85	Epson 003 Yellow	5	bottle		
86	Epson 003 cyan	5	bottle		
87	Epson 003 Magenta	5	bottle		
88	Special Board Paper, white, A4	12	pack		
89	Duct tape	1	piece		
90	Toner Cartridge, TN-2280, Brother MFC-7290	1	piece		
91	Steno Notes	12	piece		
92	16 port switch	1	piece		
93	white board, medium size	1	piece		
94	DVD-Rewritable with case	10	piece		
95	stabilo/highlighter	6	piece		
96	cork board, medium size	2	piece		
97	Photo Paper (Legal size, Glossy)	5	pack		
98	Metal Clips, for ID	300	piece		
	APPROVED ABC: 90,000.00				
	xxx nothing follows xxx				

Brand and Model :

Delivery Period:

Warranty :

Price Validity:

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

PRINTED NAME/SIGNATURE

TEL NO. / CELLPHONE NO.

DATE