

REQUEST FOR QUOTATION

NAME OF SUPPLIER:

OFFICE ADDRESS :

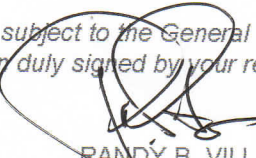
QUOTATION NO.: 0026-2019

DATE PREPARED:

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 _____.

NOTE:

1. All entries must be handwritten or typewritten
2. Delivery period within 45 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.


RANDY B. VILLARTE
Actg. Supervising Supply Officer

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	PRICE/ UNIT	TOTAL AMOUNT
27	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm (A4)	50	ream		
28	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm (Legal)	50	ream		
36	STAMP PAD, FELT, bed dimension: 60mm x 100mm	5	piece		
39	INK CART, EPSON C13T664100 (T6641), Black	10	bottle		
40	INK CART, EPSON C13T664200 (T6642), Cyan	5	bottle		
41	INK CART, EPSON C13T664300 (T6643), Magenta	5	bottle		
42	INK CART, EPSON C13T664400 (T6644), Yellow	5	bottle		
48	Scissor, Heavy duty, big 8" minimum	5	pair		
50	Ballpen, black	24	piece		
51	Stamp Pad Ink (Blue)	2	bottle		
53	PVC Cover Legal size	5	pack		
54	Double Sided Tape 1"	100	roll		
89	Duct tape	30	roll		
99	PVC Cover A4 size	3	pack		
100	Stamp Pad Ink (Black)	3	bottle		
101	Ballpen, blue	24	piece		
102	ENVELOPE, DOCUMENTARY, for legal size document, 500 pieces per box	1	box		
103	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc, 100 pieces per box	1	box		
	APPROVED ABC: PHP 65,000.00				
	xxx nothing follows xxx				

Brand and Model :

Warranty :

Delivery Period:

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