

PRICE QUOTATION FORM

Date: _____

DENNIS M. POPATCO

Chairperson, PMO Bicol-BAC
Philippine Ports Authority
Port Management Office of Bicol
Regional Government Center,
Rawis, Legazpi City

Dear Mr. Popatco,

After having carefully read and accepted the terms and conditions in the **Request for Quotation (RFQ)** for the **Procurement of Various Office Supplies not Available at DBM-Procurement Service for use of PMO Bicol** we hereby submit our quotation corresponding to your requirements.

Item No.	Qty.	Unit	Item Description/Technical Specification	Unit Cost	Total Cost
1	20	pack	Battery, dry cell, AA (2 blister per pack)		
2	20	pack	Battery, dry cell, AAA (2 blister per pack)		
3	350	pc	Ballpen 0.7 mm black, retractable		
4	350	pc	Ballpen 0.7 mm blue, retractable		
5	15	pc	Binder Ring 1/2"black (84 holes)		
6	25	pc	Binder Ring 3/4" black (84 holes)		
7	25	pc	Binder Ring 1" black (84 holes)		
8	7	pack	Carbon Paper long, black (100 sheets/box)		
9	10	pack	Bulldog clip 2 1/2 inches		
10	10	pack	Bulldog clip 3 inches		
11	35	box	Clip, Backfold, 19mm		
12	30	box	Clip, Backfold, 25mm		
13	30	box	Clip, Backfold, 50mm		
14	100	pc	Correction tape		
15	10	pc	Cutter /Utility knife for general purpose (big)		
16	50	pc	Data file box approximate size (4.5 inches to 9.5 inches)		
17	2	box	Envelope documentary Legal (500 pcs per box)		
18	8	pack	Folder with tab legal (100 pcs/pack)		
19	2	pack	Folder with tab A4 (100 pcs per pack)		
20	2	pack	Folder expanding legal (100 pcs per pack)		
21	12	pc	Folder Plastic Transparent long (Green)		
22	25	pc	Folder Plastic Long (Assorted color)		
23	5	pc	Archfile folder 9.5 x 15 inches (archive folder vertical long)		
24	2	bundle	Looseleaf folder (50/bundle)		
25	50	pc	Record book 300 pages		
26	5	pc	Mini record book 300 pages		
27	10	pc	Highlighter (Green)		
28	10	pc	Highlighter (Yellow)		
29	10	pc	Highlighter (Orange)		
30	10	pc	Highlighter (Pink)		
31	10	pc	Highlighter (Blue)		
32	48	pc	Marker permanent black		
33	36	pc	Marker whiteboard blue		
34	350	ream	Paper Multicopy , A4 sub 24 80 gsm		
35	5	pack	Specialty A4, color Cream or light yellow(10 sheet/pack) 80 gsm		
36	5	pack	Specialty long,Cream or light yellow (10 sheet/pack) 80 gsm		
37	2	ream	Specialty long, light yellow or cream with watermarked laid paper 90gsm		
38	1	ream	Specialty A4,cream or light yellow color (10 sheet/pack) 200 gsm		

Item No.	Qty.	Unit	Item Description/Technical Specification	Unit Cost	Total Cost
39	20	pack	Sticker paper A4 (glossy) (10sheet/pack)		
40	50	pack	Sticker paper Long (glossy) (10 sheet/pack)		
41	5	pack	Plastic Paper Fastener 7cm x 5cm long (50sets per box)		
42	30	box	Metal Paper Fastener 7cm x 20cm long (50sets per box)		
43	30	box	Metal Paper Fastener 7cm x 5cm long (50sets per box)		
44	1	pc	Pencil sharpener Rotary big		
45	20	pc	File storage 10.5" x 15.5"		
46	20	pad	Sticky note pad, 3x4 inches (77mm x 100mm)		
47	50	pad	Sticky note pad, 3x3 inches		
48	50	pad	Sticky note pad, 2x3 inches		
49	50	pad	Post it, strip, 1x3 inches		
50	50	pad	Post it, strip, 0.6 x 3		
51	10	pc	Puncher heavy duty (2 holes)		
52	20	box	Rubber band (small) No. 16 50g		
53	10	pc	Ruler 12" metal stainless		
54	150	pc	Signpen black, meduim tip 0.5-0.7		
55	150	pc	Signpen blue, meduim tip 0.5-0.7		
56	30	pc	Signpen blue, 0.8mm needle tip, liquid/gel		
57	13	pc	Stamp pad big size (4 x 5.5 inches or biggest)		
58	50	box	Staple wire No.35 heavy duty, good quality		
59	10	pc	Stapler heavy duty big for no. 35 wire		
60	4	pc	Tape dispenser for 1" tape heavy duty big size		
61	100	roll	Tape Transparent, 1" tape		
62	60	roll	Tape Transparent, 2" tape		
63	50	roll	Tape packing, 2"		
64	1	pack	PVC cover, A4 200 mic		
65	1	pack	PVC cover, long 200 mic		
66	10	roll	Double Sided Tape 1"		
67	10	roll	Double Sided Clear adhesive tape multifunction 1"		
68	10	pc	Dater stamp		
69	2	pack	Push pins, flat head type, assorted (100 pcs/pack)		
70	36	pc	Multimark permanent Folienstift overhead marker (S) fine		
71	2	pack	Construction Paper assorted color 80gsm Long		
72	2	pack	Construction Paper color purple 80gsm Long		
73	2	ream	Bond Paper A3 80gsm		
74	50	pc	Expanding Envelope, Legal Size		
75	10	pc	Certificate jacket (a4)		
76	5	pack	Photo paper glossy (10 sheet / pack)		
77	40	bot	Glue (130 ml)		
78	40	pc	Philippine Flag Fabric/Embroidered 3 ft x 5 ft		
79	3	pc	Steno notebook		
80	20	pc	Battery 9V		
81	20	pc	Desk ballpen with cord		
82	3	pc	Certificate frame A4		
83	1	pc	Portable Paper Trimmer Plastic Paper Cutter A4 Size Office Cutting Paper		
84	2	pc	File Organizer Plastic with 8-10 pocket		
85	4	pc	Clip board (long)		
86	40	pc	Epson T664, black ink		
87	16	pc	Epson T664, Cyan Ink		
88	16	pc	Epson T664, Yellow Ink		
89	16	pc	Epson T664, Magenta Ink		
90	40	pc	Epson 003 Black Ink		
91	20	pc	Epson 003 Cyan ink		
92	20	pc	Epson 003 Magenta ink		
93	20	pc	Epson 003 Yellow ink		
94	15	pc	Epson 001 Black ink		
95	20	pc	Epson 001 Cyan ink		

Item No.	Qty.	Unit	Item Description/Technical Specification	Unit Cost	Total Cost
96	20	pc	Epson 001 Magenta ink		
97	20	pc	Epson 001 Yellow ink		
98	3	pc	Epson 057 Black ink		
99	2	pc	Epson 057 Cyan ink		
100	2	pc	Epson 057 Yellow ink		
101	2	pc	Epson 057 Magenta ink		
102	30	pc	Epson LQ-310 Ribbon		
103	8	pc	Epson LX-310 Ribbon		
104	5	pc	HP-680 Black		
105	5	pc	HP-680 Colored		
106	6	pc	Computer Keyboard (wired USB)		
107	2	pc	Computer Keyboard (wireless) for laptop		
108	5	pc	Computer Mouse wired USB		
109	10	pc	Mouse Pad Plain (no wrist support)		
110	15	pc	Brother MFC T920 DW (BT D60 BK)		
111	10	pc	Brother MFC T920 DW (BT 5000M Cyan)		
112	10	pc	Brother MFC T920 DW (BT 5000M Magenta)		
113	10	pc	Brother MFC T920 DW (BT 5000M Yellow)		
114	28	pc	Brother BT D100 black Ink		
115	15	pc	Brother BT D100 Cyan Ink		
116	15	pc	Brother BT D100 Magenta INK		
117	15	pc	Brother BT D100 Yellow INK		
118	12	pc	Ribbon bundy clock (S-960P) same as Comix F3503 ribbon		
119	5	pc	Time Stamping Ribbon model TS-350 same as (amano EX-5100) #17040040		
			Total Amount (In Php)		

The above quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

Name/Position/Signature of Authorized Representative

Company Name

Company Address

Contact Number

Email Address