

REQUEST FOR QUOTATION

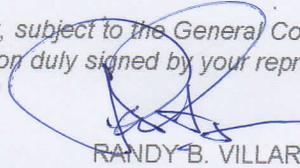
NAME OF SUPPLIER:

QUOTATION NO.: 0166-2019

OFFICE ADDRESS :

DATE PREPARED: 8/21/19

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. Sealed/Unsealed canvass/quotation shall be accepted
8. All prospective bidders shall submit Mayor's/Business permit, PhilGEPS registration number during the opening of RFQ.
9. Only RFQ, if submitted personally, with the duly notarized Special Power of Attorney or Secretary's Certificate shall be accepted.

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	PRICE/ UNIT	TOTAL AMOUNT
1	Adding Machine Ribbon (Black and Red)	12	piece		
2	Adding Machine Tape 57mm	5	roll		
3	Alcohol Spray	10	pieces		
4	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	33	bottle		
5	Ballpen, black	161	piece		
6	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in i	5	unit		
7	CLIP, BACKFOLD, 50MM, 12 pieces per box	15	box		
8	Computer Keyboard	7	piece		
9	Continuous Paper 2 ply, 13" X 9 1/2" BD 70GSM Carbonized	1	box		
10	Continuous Paper 3 ply, 11" X 9 1/2" BD 70GSM Carbonized	1	box		
11	CORRECTION TAPE, 1 piece in individual plastic	100	piece		
12	ENVELOPE, MAILING, 500 pieces per box	2	box		
13	Epson 003 Black	15	bottle		
14	Epson 003 cyan	3	bottle		
15	Epson 003 Magenta	3	bottle		
16	Epson 003 Yellow	3	bottle		
17	FLASH DRIVE, 16 GB capacity, 1 piece in individual blister pack	1	piece		
18	Folder File, Legal size, with metal tab, expandable Green	50	piece		
19	Folder, white, legal size	500	piece		
20	GLUE, all purpose, gross weight: 200 grams min	10	piece		
21	Hand Sanitizer	6	bottle		
22	INK CART, EPSON C13T664100 (T6641), Black	20	cart		
23	INK CART, EPSON C13T664200 (T6642), Cyan	9	cart		
24	INK CART, EPSON C13T664300 (T6643), Magenta	9	cart		
25	Marker, Permanent, Broad Type, black	12	piece		
26	MARKER, PERMANENT, bullet type, black	18	piece		
27	MARKER, WHITEBOARD, blue	5	piece		
28	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in individ	7	unit		
29	My gel (black) refill	2	dozen		
30	notepad, 2x2, neon colors	36	pad		
31	Packaging Tape, 4", clear	5	roll		
32	Packaging Tape, 4", yellow	5	roll		
33	PAPER, MULTI-PURPOSE, 70 gsm., size: 210mm x 297mm (A	50	ream		
34	PAPER, MULTI-PURPOSE, 70 gsm., size: 216mm x 330mm (L	30	ream		
35	PENCIL, LEAD WITH ERASER, 12 dozens per box	2	box		
36	Photo Paper (A4 size, Glossy	3	pack		
37	Push Pin	4	box		
38	Record book (200 leaves)	2	piece		