



Republic of the Philippines
Province of Pampanga
CITY OF SAN FERNANDO

GOODS & SERVICES
BELOW 500T

OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Project : **SUPPLY AND DELIVERY OF TRAINING KITS AND SUPPLIES TO BE USED DURING THE BENCHMARKING ON LOCAL GOVERNANCE BEST PRACTICES**
Location of the Project : **CITY MAYOR'S OFFICE**

REQUEST FOR QUOTATION
(FM-CSFP-CGSO-39; Revision No. 00)

Date : **APRIL 10, 2014**
Quotation No. : **SO-04-14-1010**

Company Name

Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **APRIL 21, 2014 at 10:00 A.M.** at **CGSO Building, New Public Market, City of San Fernando, Pampanga.**

Canvassed by:

Approved by:

TERESITA A. PABALAN
Administrative Aide III

ENGR. MICHAEL N. QUIZON, JR.
BAC Chairman

- NOTE:
- 1 ALL ENTRIES MUST BE READABLE
 - 2 DELIVERY PERIOD WITHIN _____ 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 SIXTY (60) CALENDAR DAYS

ITEM NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL
1	50	reams	Bond Paper, Long	P _____	P _____
2	50	reams	Bond Paper, short	_____	_____
3	500	pieces	Folder, long	_____	_____
4	500	pieces	Folder, short	_____	_____
5	350	pieces	Envelope, plastic, w/ strap, legal size	_____	_____
6	500	pieces	Ballpen, black, pref. Pilot	_____	_____
7	500	pieces	Pencil, pref. Mongol #2	_____	_____
8	30	pieces	Ink Cartridge #810, canon	_____	_____
9	30	pieces	Ink Cartridge #811, canon	_____	_____
10	30	packs	Board Paper special 220 gsm legal size	_____	_____
11	30	packs	Special Paper short premium	_____	_____
12	350	pieces	Eraser, rubber, pref. steadtler B-40	_____	_____
13	70	pieces	Notebook, steographers, 40lvs ruled spiral	_____	_____
14	23	sets	Marker, stabillo, 3 colors/set	_____	_____
15	50	pieces	Cartolina, blue	_____	_____
16	50	pieces	Cartolina, white	_____	_____
17	20	pieces	Marking pen, permanent, black, pentel	_____	_____
18	20	rolls	Tape packaging, 2 (48mm)50, usable length	_____	_____
19	20	rolls	Tape masking, 2 (48mm)50	_____	_____
20	10	rolls	Tape transparent 1" (48mm), 50, usable length	_____	_____
21	20	pieces	Compact Disc Recordable (CD-R) w/ case	_____	_____
22	20	pieces	Compact Disc Rewritable (CD-RW) w/ case	_____	_____
23	50	rolls	Manila paper	_____	_____
24	13	pieces	Ink cartridge #21, HP, black	_____	_____
25	10	pieces	Ink cartridge #22, HP, colored	_____	_____
26	10	packs	Fastener, plastic	_____	_____
			vxxvxxvxxvxxvxxvxxv		
			TOTAL AMOUNT:		P _____

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

Printed Name / Signature

Tel. No. / Cellphone No.

Date