



OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Project : **Supply and Delivery of Office Supplies to be used at the City Accountant's Office, City of San Fernando, Pampanga for 2018**

Location of the Project : **City Accounting Office**

REQUEST FOR QUOTATION

(FM-CSFP-CGSO-39; Revision No. 01;06/23/14)

Date : **October 16, 2018**

Quotation No. : **04-18-2573**

 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 **October 22, 2018 at 10:00 A.M.** at **CGSO Building, New Public Market, City of San Fernando, Pampanga.**

Canvassed by:

Approved by:

LEALORAINE A. GOMEZ
 Administrative Aide II

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	15	btl	HP Ink Deskjet GT-52 Cyan C		
2	15	btl	HP Ink Deskjet GT-52 Magenda M		
3	80	cart	Ink cartridge canon 810		
4	20	btl	HP Ink Deskjet GT-52 black		
5	90	btl.	Alcohol Ethyl 70%(Green Cross) 500ml		
6	15	btl	HP Ink Deskjet GT-52 Yellow		
7	25	cart	Ink cartridge Canon 811		
8	30	pc(s)	Compact Disc Rewritable (CD-RW) with case		
			xxxxxx Nothing follows xxxxxx		
			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