



OFFICE OF THE BIDS AND AWARDS COMMITTEE

Name of Project : **Supply and Delivery of Office Supplies to be used for the Reproduction of Modules for Flexible Learning at the City College of San Fernando, Pampanga**

Location of the Project : **City College**

REQUEST FOR QUOTATION
(FM-CSFP-CGSO-39; Revision No.02; 10/18/2019)

Date : **September 14, 2020**
 Quotation No. : **04-20-1751**

 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 **September 18, 2020 at 10:00 A.M.** at **CGSO Building, New Public Market, City of San Fernando, Pampanga.**

Canvassed by:

Approved by:

AMUEL PAUL D. MALLARI
 Administrative Aide I

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	300	boxes	Paper, multipurpose ,70 gsm, subs 20 short Hard Copy (5reams/box)		
2	15	cart(s)	Ink cartridge canon 810		
3	15	cart(s)	Ink cartridge Canon 811		
4	20	btl(s)	INK CART, EPSON C13T664100 (T6641), Black		
5	20	btl(s)	INK CART, EPSON C13T664200 (T6642), Cyan		
6	20	btl(s)	INK CART, EPSON C13T664300 (T6643), Magenta		
7	20	btl(s)	INK CART, EPSON C13T664400 (T6644), Yellow		
8	15	btl(s)	Ink Refill, HP DeskJet GT5810, black		
9	15	btl(s)	Ink Refill, HP DeskJet GT5810, cyan		
10	15	btl(s)	Ink Refill, HP DeskJet GT5810, magenta		
11	15	btl(s)	Ink Refill, HP DeskJet GT5810, yellow		
			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