**Republic of the Philippines**  
**Province of Pampanga**  
**City of San Fernando**

**OFFICE OF THE BIDS AND AWARDS COMMITTEE**

**Name of Project**: Supply and Delivery of Office Supplies to be used during the Disaster Preparedness Assembly for the City Employees 2017, City of San Fernando, Pampanga

**Location of the Project**: City Disaster Risk and Reduction Management Division

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

**Date**: July 07, 2017  
**Quotation No.**: 04-17-1709

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**Company Name**

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**Address**

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Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than July 11, 2017 at 10:00 A.M. at CGSO Building, New Public Market, City of San Fernando, Pampanga.

Canvassed by:  
LEALORAINE A. GOMEZ  
Administrative Aide II

Approved by:  
ENGR. MICHAEL N. QUIZON, JR.  
BAC Chairman

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**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

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<tr>
<th>ITEM NO.</th>
<th>QTY</th>
<th>UNIT</th>
<th>ITEM DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
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<td>pc(s)</td>
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<td>pc(s)</td>
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**TOTAL AMOUNT**

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

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Printed Name / Signature

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Tel No. / Cellphone No.

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Date