



Kaagapay ng Komunidad sa Maginhawang Pamumuhay



Standard Form Number: SF-GOOD-60

Revised on: January 08, 2018

Standard Form Title: Request For Quotation

Company Name: _____

Address: _____

PhilGEPS Reg. No. _____

Date: _____

Quotation No.: 2023012300012



Please quote you lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____, 2023.

JUSANNE V. SALVADOR

SUPPLY OFFICER II

JUSANSALVADOR@YAHOO.COM

Tel/Fax No.: (02) 8817-3168

General Conditions:

1. All entries must be typewritten/accurate/readable.
 2. Delivery period must be within seven (7) calendar days only.
 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
 4. Price validity must be within thirty (30) calendar days.
 5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.
 6. Bidders shall submit original brochures showing specifications of product being offered.
 7. All bid proposals must be VAT inclusive.
- (FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)**

Item No.	Item and Description	QTY	Approved Budget (In Php)	BID Price
A-000-004	Ballpen, Black-Black, ballpoint, gel ink	600	6,000.00	
A-000-011	Battery AA-alkaline, 1.5volts, no mercury and cadmium added, for use in high drain devices, 2 pieces per blister pack	100	7,000.00	
A-000-012	Battery AAA-alkaline, 1.5volts, no mercury and cadmium added, for use in high devices, 2 pieces per blister pack	100	5,000.00	
A-000-016	Card, Index 5x8-100s/pack, ruled	5	250.00	
A-000-016	Card, Index 5x8-100s/pack, plain or unruled, color white	5	300.00	
A-000-025	Clip Backfold 1 1/4"-12pieces/box, all metal	50	1,500.00	
A-000-026	Clip Backfold 1 5/8"-12pieces/box, all metal	50	2,250.00	
A-000-027	Clip Backfold 3/4"-12pieces/box - 19mm	180	3,600.00	
A-000-043	Correction Tape-disposable, gear type, single line tape, with mechanism for adkjstment/ rewinding, usable length: 8meters, width: 5mm, color: white opaque	200	6,000.00	
A-000-073	Folder Tagboard Legal-240mm x 365mm, tab: 13mm, thickness: .35mm, 100s per pack	10	6,000.00	
A-000-099	Marker, Fluorescent-chisel point, assorted colors, 3pcs per set, cap-off time: 45minutes,	100	6,000.00	
A-000-100	Marker, Whiteboard Black-bullet point, there shall be no trace of erased marking on the surface of the whiteboard, cap-off	96	2,880.00	

	time: 45minutes			
A-000-104	Masking Tape 1"-usable length: 50meters, adhesion strength: 8.5N, breaking strength: 65N	60	6,000.00	
A-000-105	Masking Tape 2"-usable length: 50meters, adhesion strength: 8.5N, Breaking strength 65N	48	7,680.00	
A-000-120	Glue-all purpose, gross weight: 200grams, with tapered applicator attached to the cap, shall no coagulate, separate or discolor during storage	48	5,760.00	
A-000-121	Pencil w/ eraser-wood cased, headness: HB or 2, Lead Diameter: 2mm, 1 dozen per box	24	960.00	
A-000-134	Record Book 500 pages-paper stock: white bond, non-blot, basis weight: 55gsm, thickness: .07mm, size: 278mmx175mm, cover: laminated chipboard, binding: durable smyth sewn binding, thickness: 1.5mm, writing lines: printed on both pages of each sheet	20	4,000.00	
A-000-152	Sign Pen Black-liquid or gel, tip: .5mm, needle type, with non-slip rubber grip and metal clip, one piece barrel (non-refillable)	120	6,000.00	
A-000-160	Notebook-stenographer, 40leaves, spiral, basis weight: 55gsm, thickness: .075mm, size: 150mmx225mm, number of space: 22mm	500	10,000.00	
A-000-162	Tissue Paper-2plys sheets, 150pulls, 100% recycled, 12rolls per pack	28	4,200.00	
A-000-219	Clip Backfold 1"-12pieces/box, all metal	50	1,250.00	
A-000-313	Acetate-Clear, A4, 100sheets per pack	5	3,000.00	
	Place of Delivery: 8737 BDO PLAZA PASEO DE ROXAS MAKATI CITY		95,630.00	
	Delivery Term: FOB Destination			
	Term of Payment: 15 working days upon complete delivery			

Brand and Model: _____

Delivery Period: _____

Warranty: _____

Price Validity: _____

Payee's Name & TIN: _____

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

Printed Name / Signature

Tel. No. / Cellphone No

E-mail Address

Date

9