



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.: 2023101100799 *gfb*



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.

JVS
 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-000-001	Alcohol-500ml	36	2,880.00	
A-000-004	Ballpen, Black-Black, ballpoint (box)	3	225.00	
A-000-005	Ballpen, Blue-Blue, ballpoint (box)	3	225.00	
A-000-006	Ballpen, Red-Red, ballpoint (box)	3	225.00	
A-000-007	Blades Cutter-Cutter - Big	2	100.00	
A-000-008	Bond Paper-A4, 80gsm	130	32,500.00	
A-000-010	Bond Paper-Legal, 80gsm	50	15,000.00	
A-000-011	Battery AA-dry cell,2 pieces per blister pack	3	120.00	
A-000-012	Battery AAA-dry cell,2 pieces per blister pack	3	240.00	
A-000-015	Carbon Film-PAPER FILM CARBON - LETTER	2	1,000.00	
A-000-015	Carbon Film-PAPER FILM CARBON - LONG	2	1,000.00	
A-000-023	Clip Bulldog Metal-25mm	6	180.00	

A-000-043	Correction Tape	40	1,200.00
A-000-058	Envelope Mailing Ordinary w/ Window	60	300.00
A-000-061	Envelope Ordinary Brown Legal-PLASTIC ENVELOPE - CLEAR LETTER	30	420.00
A-000-061	Envelope Ordinary Brown Legal-PLASTIC ENVELOPE - CLEAR LEGAL	30	450.00
A-000-063	Envelope Expanding Kraft	60	1,800.00
A-000-065	Eraser Rubber-Rubber	5	100.00
A-000-070	Fastener-METAL FASTENER	20	1,600.00
A-000-070	Fastener-PAPER FASTENER	20	900.00
A-000-075	Folder Fancy Legal	60	780.00
A-000-077	Folder Pressboard-370mm x 240mm	300	7,500.00
A-000-083	Folder Fancy Short -A4	60	600.00
A-000-087	Index Tabs-Speedo Index Tabs Transparent	10	300.00
A-000-100	Marker, Whiteboard Black-bullet point	8	480.00
A-000-101	Marker, Whiteboard Blue-bullet point	5	300.00
A-000-102	Marker, Whiteboard Red-bullet point	4	240.00
A-000-103	Marker, Permanent Black-bullet point	6	540.00
A-000-104	Masking Tape 1"	20	600.00
A-000-108	Notepad 3x3	12	480.00
A-000-109	Notepad 2x2-STICKY NOTEPAD 2X2	12	360.00
A-000-113	Plastic Jacket-PLASTIC FOLDER JACKET - TRANSPARENT	300	7,500.00
A-000-114	Packaging Tape	5	300.00
A-000-116	Paper Clip Small-33mm	15	450.00
A-000-117	Paper Clip Jumbo-50mm	15	450.00
A-000-120	Glue	6	372.00
A-000-121	Pencil w/ eraser	3	360.00

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A-000-125	Parchment Paper, A4	3	825.00
A-000-129	Push Pin-flat head, 100pcs	2	100.00
A-000-133	Record Book 300 pages-300pages	5	400.00
A-000-146	Ruler 12"	3	30.00
A-000-147	Rubber Band Small	6	210.00
A-000-149	Scissors	3	165.00
A-000-150	Scotch Tape 1"	12	360.00
A-000-152	Sign Pen Black-Black, ballpoint (box)	3	900.00
A-000-153	Sign Pen Blue-Blue, ballpoint (box)	1	300.00
A-000-154	Sign Pen Red-Red, ballpoint (box)	1	300.00
A-000-155	Staple Wire Standard-5000wires/box	40	2,000.00
A-000-160	Notebook-stenographer	10	300.00
A-000-161	Staple Remover	6	120.00
A-000-174	Epson FX 2190/2175 Ribbon Cartridge-Ribbon Cartridge 2175	6	1,800.00
A-000-211	Fax Film Brother-CORRECTON FILM RIBBON AX 200/210	5	1,400.00
A-000-215	Marker, Permanent Blue-bullet point	6	540.00
A-000-216	Marker, Permanent Red-bullet point	6	540.00
A-000-250	Electrical Tape	1	60.00
A-000-285	Mighty Bond	2	120.00
A-000-312	Duct Tape	1	100.00
A-000-340	Cable Tie-2.5 x 150mm	3	150.00
A-000-427	Whiteboard-White Board Eraser	2	70.00
A-001-048	Highlighter-Stabilo	40	1,800.00
A-001-049	Stamp pad ink-Purple	6	300.00

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A-001-130	Double Sided Adhesive Tape Sticker-Double Sided Tape 1"	8	264.00
A-001-166	Thumbtacks	3	45.00
A-001-242	Extension Wire	2	1,900.00
A-001-431	Binder Clip-32mm	6	228.00
A-001-943	Epson LQ 2190 Ribbon Cartridge-EPSON RIBBON CARTRIDGE S015632	5	1,000.00
A-002-005	Epson T948 Black-EPSON L3110/664 INK - BLACK	6	2,100.00
A-002-004	Epson T948 Cyan-EPSON L3110/664 INK - CYAN	3	1,050.00
A-002-003	Epson T948 Magenta-EPSON L3110/664 INK - MAGENTA	3	1,050.00
A-002-002	Epson T948 Yellow-EPSON L3110/664 INK - YELLOW	3	1,050.00
Place of Delivery: SHFC CAVITE OFFICE - GF, ONE METROLAND BUILDING ANABU 1-D AGUINALDO HIGHWAY IMUS, CAVITE Delivery Term: FOB Destination Term of Payment: Check on Delivery			103,654.00

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

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