



REQUEST FOR QUOTATION

Name of Establishment: _____
 Address: _____

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the general condition below stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **13 October 2022** in the returned envelope attached herewith:

ERNESTO M. DE PERALTA JR.
 Vice-Chairman, Regional Bids and Awards Committee

Qty.	UOM	Item Description	Approved Budget for the Contract	Bid Amount	
				PER UNIT	TOTAL
PROCUREMENT OF PHILSYS REGISTRATION AND PRINTABLE PHILID OFFICE SUPPLIES (OCTOBER TO DECEMBER 2022) FOR THE PHILIPPINE STATISTICS AUTHORITY CAGAYAN PSO					
60	ream	Paper, multicopy, 80gsm, size: 210mm x 297mm	Php79,600.00		
60	ream	Paper, multicopy, 80gsm, size: 216mm x 330mm			
60	roll	Tape, Masking, 24mm			
60	roll	Tape, Packaging, 48mm			
60	box	Clip, Backfold, 32mm			
60	box	Clip, Backfold, 50mm			
20	piece	Scissors, symmetrical, blade length: 65mm min			
360	roll	Toilet Tissue Paper 2-plys sheets, 150 pulls			
120	pc	Record book, 500 pages, size: 214mm x 278mm min			

TOTAL _____

- Note:
1. Delivery period is within 15 calendar day from receipt of the Notice to Proceed (NTP)
 2. Supplier must state and/or indicate the brand and warranty of each item/product being offered
 3. Prices and specifications for the bid should be valid for 60 days
 4. No payment shall be made until full delivery of item/s is/are completed. A penalty of 1/10 of 1% of each day of delay in the delivery shall be imposed
 5. Prices inclusive of VAT

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

CONRADO A. DECENA
 Canvasser

 Printed Name/Signature

 Tel. No./Cellphone No.

 Date