

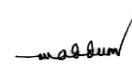


**REQUEST FOR QUOTATION**

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 **16 September 2021** in the returned envelope attached herewith:

  
**MILAGROS C. ADDURU**

Chairman, Regional Bids and Awards Committee

| Qty.  | UOM  | Description   | Approved Budget for the Contract | Bid Amount |       |
|---|------|---|----------------------------------|------------|-------|
|   |      |   |                                  | PER UNIT   | TOTAL |
| <b>SUPPLY AND DELIVERY OFFICE SUPPLIES AND MATERIALS FOR 2020 CAF FOR THE PHILIPPINE STATISTICS AUTHORITY-PROVINCIAL STATISTICS OFFICE OF ISABELA</b> |      |   |                                  |            |       |
| 107   | pc   | BALLPEN (black branded)                                       | <b>Php341,150.00</b>             |            |       |
| 328   | pc   | PENCIL (lead no.2, branded)                                   |                                  |            |       |
| 107   | pc   | ERASER (white, dust-free eraser, branded)                     |                                  |            |       |
| 107   | pc   | SHARPENER (single, for pencil with lead no.2)                 |                                  |            |       |
| 107   | pc   | NOTEBOOK (20 sheets, cattleya filler note)                    |                                  |            |       |
| 10  | pc   | WHITE BOARD MARKER (black, branded)                           |                                  |            |       |
| 195   | pc   | PERMANENT MARKER (black, branded; marking widths: extra fine) |                                  |            |       |
| 6   | pc   | MASKING TAPE (1" width)                                       |                                  |            |       |
| 6   | pc   | CORRUGATED BOX (brown, collapsible)                           |                                  |            |       |
| 6   | pc   | PACKAGING TAPE (3" width, branded)                            |                                  |            |       |
| 6   | pc   | PLASTIC TWINE (1kg approx.)                                   |                                  |            |       |
| 792   | pc   | WRAPPING PAPER (brown paper)                                  |                                  |            |       |
| 792   | pc   | SHOELACE (1 meter)  |                                  |            |       |
| 15  | ream | BOND PAPER, LETTER (letter size, 8.5" x 11", 70gsm)           |                                  |            |       |
| 35  | ream | BOND PAPER, A4 (A4 size, 8.27" x 11.69", 70gsm)               |                                  |            |       |
| 35  | ream | BONDPAPER, F4 (long, 8.5" x 13" 70 gsm)                       |                                  |            |       |
| 12  | set  | INK( toner/cartridge)Epson 003B,003M,003C,003Y                |                                  |            |       |
| 107   | pc   | ID JACKET (plastic, L5" x W3"                                 |                                  |            |       |
| 83  | pc   | SIMCARD (Globe)   |                                  |            |       |

**TOTAL** \_\_\_\_\_

- Note:
1. Delivery period is within 10 calendar days 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.

**MARIVIC M. GARCIA**  
 Canvasser

\_\_\_\_\_  
 Printed Name/Signature

\_\_\_\_\_  
 Tel. No./Cellphone No.

\_\_\_\_\_  
 Date