



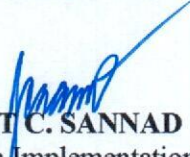
REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Supplier:
 Address:
 Telephone No.:
 e-Mail:
 Date received by the Supplier:

Requesting Unit:
 PR No.: 2020-12-324
 Quotation No.: 2020-08-307
 Date: December 21, 2020
 ABC: 16,210.00

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than 12-23-2020.


JULIET C. SANNAD
 Chief- Curriculum Implementation Division
 Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	2	Gallons	Alcohol, ethyl, 70%		
2	4	Boxes	Disposable Face Mask, 50 pcs/box, 3 layers		
3	50	Pieces	Certificate Holder, A4 Size		
4	5	Reams	PAPER bond, multicopy, 80 gsm, A4,		
5	2	Reams	PAPER bond, multicopy, 80 gsm, Legal,		
6	30	Pieces	ENVELOPE, Expanding, legal size with string and eyelet		
7	80	Pieces	ENVELOPE, Documentary, Legal size		
8	70	Pieces	NOTEBOOK, Stenographer		
9	72	Pieces	BALLPOINT Pen, Fine Point, Black		
10	2	Reams	Parchment, multi-purpose, Legal size, 100 sheets per ream		
11	5	Packs	Dry Cell, 1.5 volts, Premium/Ultra/Super Alkaline/Alkaline, No Mercury and Cadmium, size AA, 2 pcs/pack		
12	5	Packs	Dry Cell, 1.5 volts, Premium/Ultra/Super Alkaline/Alkaline/, size AAA, No Mercury and Cadmium Added, 2 pcs/pack		

13	5	Pieces	DATA FILE BOX, Green color, Closed ends, with finger ring and pocket for label holder, material: Chipboard(3mm thick), leatherette paper for outside cover, coated paper for inside cover; Size: 125mm x 230mm x 400mm (5" x 9" x 15-3/4")		
14	1	Piece	ERASER for whiteboard, Thickness: 19mm., Size: 122mm x 42mm		
15	1	Pack	FOLDER, Tagboard, for legal size papers / documents, 0.342mm thickness, 240mm x 365mm, smooth finish and non-blot on both sides, 100 pcs / pack		
16	12	Pieces	MARKER, Permanent Pen, Black, broad tip		
17	5	Pieces	MARKER, Permanent Pen, Blue, broad tip		
18	5	Pieces	MARKER, Whiteboard, Black		
19	5	Pieces	MARKER, Whiteboard, Blue		
20	10	Packs	PAPER, Sticker Paper, 10pcs/pk		
21	6	Rolls	TAPE, TRANSPARENT, Size: 1 (24mm) 50M		
22	2	Pieces	TAPE DISPENSER, Heavy duty for 24mm (1) width		
23	3	Bottles	Ink for Epson L3110, Black		
24	2	Bottles	Ink for Epson L3110, Cyan		
25	2	Bottles	Ink for Epson L3110, Magenta		
26	2	Bottles	Ink for Epson L3110, Yellow		
				TOTAL	
Purpose: Supplies for the conduct of midyear performance review monitoring					

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

Signature over Printed Name

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Date/Telephone No.

Canvassed by: