

**REPUBLIC OF THE PHILIPPINES
CITY GOVERNMENT OF TUGUEGARAO
City Hall, Carig, Tuguegarao City**

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: February 11, 2022

The City Government of Tuguegarao will undertake a Small Value Procurement in accordance with Section 53.9 of the 2016 Revised IRR of RA No. 9184 for **SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR BUSINESS SUMMIT & TRADE MISSION (CMO)**:

Approved Budget : Php 321,530.00 (Three Hundred Twenty One Thousand Five Hundred Thirty Pesos)

Specifications :

| QTY | UNIT | ARTICLE/MERCHANDISE/SPECIFICATION |
|-----|-------|--|
| 25 | Bots | Duplo Ink |
| 40 | Sets | Epson ink black, cyan, yellow, magenta |
| 12 | Pcs | Sharp toner AR6021 |
| 100 | Packs | Glossy paper a4 |
| 320 | Reams | Bond paper a4 s-16 |
| | | xxxx |

Location : City Hall, Tuguegarao City, Cagayan

Delivery Date : Ten (10) working days upon receipt of the Notice To Proceed or a Valid Purchase Order.

Interested suppliers are required to submit their valid and current Mayor's Permit and PhilGeps Registration Certificate, Sworn Statement that the bidder is not blacklisted and is not related to the Head of the Procuring Entity (HOPE), and Price Quotation.

Submission of quotation and eligibility documents should not be later than 10:00 AM of February 15, 2022, at the BAC Office, 4th Floor, City Hall, Carig, Tuguegarao City.

For inquiry, you may contact us at tel. no. 304-0624.

Very truly yours,

Sgd.
JUDE W. SANTOS, DPA/CSEE
City General Services Officer

RFQ-G-2022-020