

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

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: June 23, 2021

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 PEACE AND ORDER:**

Approved Budget : Php 480,310.00 (Four Hundred Eighty Thousand Three Hundred Ten Pesos)

Specifications :

| QTY | UNIT | ARTICLE/MERCHANDISE/SPECIFICATION |
|-----|-------|---------------------------------------|
| 250 | Reams | Bond paper copy long S-20 |
| 250 | Pcs | Folder long 14 pts |
| 10 | Packs | Energizer battery AA |
| 12 | Reams | Folder long pressboard 100's |
| 20 | Packs | Photo paper |
| 150 | Pcs | Expanding envelope |
| 20 | Pcs | T5258 Epson ink with photo paper |
| 5 | Sets | Continuous ink |
| 4 | Pcs | Canon ink C2020 (for Glossy Printing) |
| 1 | Packs | Laminating film (short) |
| 10 | Pcs | Plastic Ringbinder ¾ |
| 2 | Packs | Plastic Acetate A4 |
| 50 | reams | Bond paper A4 S-24 |
| | | xxxx |

Location : City Hall, Carig, Tuguegarao City

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 June 28, 2021, 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-2021-088