

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

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: September 28, 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 REPRODUCTION OF ANTI DRUG DOCUMENTS (CMO)**:

Approved Budget : Php 497,691.00 (Four Hundred Ninety Seven Thousand Six Hundred Ninety One Pesos)

Specifications :

QTY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION
10	Packs	T5258 ink with photopaper
200	Reams	A4 bondpaper S-24
10	Sets	Computer ink (black, magenta,yellow, cyan)
2	Box	Pentel pen fine
2	Box	Pentel pen broad
1	Doz	Signing pen blue and black
2	Box	Staple wire
15	Pcs	Binding element
2	Ream	Precut plastic acetate a4
300	Ream	Bondpaper long S-16
100	Pcs	Brown envelope long
5	Rolls	Scotch tape 1"
4	Pcs	C2020 Toner ink
20	bot	Duplo ink
		xxxxx

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 October 1, 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-2021-169