

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

**BIDS AND AWARDS COMMITTEE**

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**REQUEST FOR QUOTATION**

Date: June 14, 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 BROCHURES (CMO)**:

Approved Budget : Php434,200.00 (Four Hundred Thirty Four Thousand Two Hundred Pesos)

Specifications :

QTY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION
500	Ream	Bond paper long S-16
30	Sets	Computer ink (black, magenta, yellow and cyan)
3	Pcs	C2020 toner ink
20	bots	Duplo ink 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 18, 2021, at the BAC Office, 4<sup>th</sup> 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-2021-084**