

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

**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

Date: April 8, 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 REPRODUCTION OF FLYERS (CMO):**

Approved Budget : Php 584,440.00 (Five Hundred Eighty Four Thousand Four Hundred Forty Pesos)

Specifications :

QTY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION
4	Bxs	Plastic Fastener
10	Rolls	Packing Tape 2"
10	Rolls	Scotch Tape 2"
20	Pcs	Binding element
100	Pcs	Expanding envelope long
50	Bots	Duplo ink
4	Packs	Plastic acetate
800	Reams	Bond paper S-16 Long
55	Reams	Bond paper A4 S-24
100	Pcs	Epson ink black
30	Reams	Epson ink cyan
30	Pcs	Epson ink magenta
30	Pcs	Epson ink yellow
15	Pcs	Epson ink T5258
200	Packs	Folder Long
		xxxx

Location : City Hall, Tuguegarao City, Cagayan

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 April 12, 2022, 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.  
**ENGR. KENDRICK S. CALUBAQUIB**  
*City Assistant General Services Officer*

**RFQ-G-2022-058**