

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

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: February 10, 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 SUPPLIES (CMO)**:

Approved Budget : Php 326,614.00 (Three Hundred Twenty Six Thousand Six Hundred Fourteen Pesos)

Specifications :

QTY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION
10	Packs	T5258 ink with Photo Paper
50	Rms	A4 Bond Paper (Hard Copy)
10	Sets	Computer Ink (black, magenta, yellow, cyan)
4	Box	Pentel Pen Fine
4	Box	Pentel Pen Broad
3	Doz	Signing Pen Blue and Black
2	Box	Staple Wire
22	Pcs	Binding Element ¾
2	Ream	Pre Cut Plastic Acetate A4
400	Ream	Bond Paper Long S-16
40	Pcs	Brow Envelope Long
1	Rolls	Scotch Tape "1"
2	Pc	C2020 Toner Ink
4	pcs	Cutter HD

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 February 15, 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,

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

RFQ-G-2021-007