

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

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: February 17, 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 (BPLO)**:

Approved Budget : Php 172,355.00 (One Hundred Seventy Two Thousand Three Hundred Fifty-Five Pesos)

Specifications : Annex "A"

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 affidavit that the bidder is not blacklisted and is not related to the Head of the Procuring Entity (HOPE), and Price Quotation (Annex "A").

Submission of quotation and eligibility documents should not be later than 10:00 AM of February 22, 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 Assistant General Services Officer

RFQ-G-2021-014

SUPPLY AND DELIVERY OF OFFICE SUPPLIES (BPLO)

QTY	UNIT	ARTICLE/MERCHANDISE/SPECIFICATION
46	Reams	Bond paper-long hard copy
40	Reams	Bond paper A4
700	Pcs	Folder, expandable, long, green with plastic tab
8500	Pcs	Vision parchment paper 8 ½ x 11
2	Boxes	Gelpen (pilot v10 viogrip)
2	Pcs	HP Laserjet MPF M4436n toner
15	Pcs	Correction tape
50	Pcs	Hbw ballpen
5	Btls	Brother ink (genuine) black
5	Btls	Brother ink (genuine) magenta
5	Btls	Brother ink (genuine) cyan
5	Btls	Brother ink (genuine) yellow
5	Btls	Epson 003 ink bottle black
5	Btls	Epson 003 ink bottle magenta
5	Btls	Epson 003 ink bottle cyan
5	Btls	Epson 003 ink bottle yellow
3	Pcs	HP 680 black
3	Pcs	HP 680 tri color
2	Bxs	Surgical gloves
6	Bxs	Medical grade mask
2	Gals	Zonrox
2	Btls	Solbac
3	Gals	Alcohol
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