



REQUEST FOR QUOTATION

NAME, ADDRESS & TEL/FAX NO. OF SUPPLIER

PLEASE QUOTE YOUR LOWEST PRICE, NET OF ANY POSSIBLE DISCOUNT:

WITH PRODUCT BROCHURE

DEADLINE FOR SUBMISSION(DATE/TIME)

June 26, 2017

CANVASS OPENING DATE/TIME

June 27, 2017 8:00 AM

DELIVERY REQUIREMENT WITHIN 7 CD

CALENDAR DAYS FROM RECEIPT OF APPROVED NOTICE TO PROCEED

REF. P.R. NO.: 2017-06-109

APPROVED BUDGET: P 79,545.20

PURPOSE : for office use (2nd quarter)

QUOTED BY:

PRINT AND SIGN NAME/POSITION

ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	Ballpen - Black 0.5 mm	60	pc		
	Ballpen - Blue 0.5 mm	7	pc		
	Sign Pen refill - Black 0.3mm	12	pc		
	Sign Pen refill - Black 0.4mm	3	pc		
	Sign Pen refill - Black 0.5mm	43	pc		
	Sign Pen refill - Green 0.5mm	4	pc		
	Sign Pen refill - Blue 0.5mm	5	pc		
	Sign Pen refill - Black 0.7mm	15	pc		
	Sign pen refill - Black 1.0mm	47	pc		
	Sign pen refillable type - Black 1.0mm	15	pc		
	Sign Pen Refillable Type - Green 0.5mm	2	pc		
	Sign Pen Refillable Type - Purple 0.5mm	4	pc		
	Sign pen Refillable Type - Pink 0.5 mm	5	pc		
	Sign Pen Refillable Type - Blue 0.5mm	2	pc		
	Sign Pen Refillable Type - Blue 0.4mm	16	pc		
	Sign Pen Refillable Type - Black 0.7mm	16	pc		
	Sign Pen Refillable Type - Black 0.5mm	18	pc		
	Sign Pen Refillable Type - Black 0.4mm	16	pc		
	Waterproof Pen 0.5mm	48	pc		
	Highlighter - Orange	1	pc		
	Highlighter - Neon Yellow	4	pc		
	Highlighter - Pink	1	pc		

TERMS AND CONDITIONS:

- 1) AS A GOVERNMENT AGENCY, TCWD SHALL DEAL ONLY WITH LEGITIMATE SUPPLIERS/ CONTRACTOR WHICH ISSUE BIR REGISTERED O.R.s;
- 2) QUOTED PRICES MUST BE INCLUSIVE OF 5% TAX FOR MATERIALS & SUPPLIES 6% FOR LABOR AND 1% EXPANDED WITHHOLDING TAX;
- 3) ALL QUOTATIONS SHALL BE FIRM AND VALID FOR A PERIOD OF AT LEAST THIRTY (30) DAYS FROM THE DATE OF RECEIPT OF QUOTATION & SHALL BE BINDING UPON THE SUPPLIER WITHIN THE PERIOD;
- 4) TCWD RESERVES THE RIGHT TO POST-QUALIFY ANY SUPPLIER AND/OR TO REJECT ANY OR SUBMITTED QUOTATIONS;
- 5) P.O./CONTRACT SHALL BE AWARDED TO THE LOWEST EVALUATED RESPONSIVE BID, DELIVERED ITEMS ARE SUBJECT TO INSPECTION. WITH PAYMENT PROCESSING TO COMMENCE ONLY AFTER ACCEPTANCE BY THE PROPERTY CONTROL DIVISION; AND
- 6) TERMS OF PAYMENT WITHIN 30 DAYS FROM DATE OF ACCEPTANCE.

REQUESTED BY:


JENN GLAIZA C. GALLEGO

Indus. Rel. Mgmt. Officer B.

RECOMMENDING APPROVAL:


ARLENE V. MERCADER

Division Manager, Administrative

APPROVED BY:


FRANCISCO R. ABELLANA



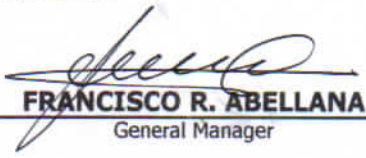
General Manager



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NAME, ADDRESS & TEL/FAX NO. OF SUPPLIER <hr/> <hr/> <hr/> QUOTED BY: <hr/> PRINT AND SIGN NAME/POSITION	PLEASE QUOTE YOUR LOWEST PRICE, NET OF ANY POSSIBLE DISCOUNT: <input type="checkbox"/> WITH PRODUCT BROCHURE DEADLINE FOR SUBMISSION(DATE/TIME) <u>June 26, 2017</u> CANVASS OPENING DATE/TIME <u>June 27, 2017 8:00 AM</u> DELIVERY REQUIREMENT WITHIN <u>7 CD</u> CALENDAR DAYS FROM RECEIPT OF APPROVED NOTICE TO PROCEED REF. P.R. NO.: <u>2017-06-109</u> APPROVED BUDGET: P <u>79,545.20</u> PURPOSE : for office use (2nd quarter)
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ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	Pencil #2 HB with high quality top eraser	2	pc		
	Rubber Eraser big	1	pc		
	Mechanical Pencil 0.5mm	9	pc		
	Bondpaper US S20 - Short	20	ream		
	Bondpaper US S20 - A4	4	ream		
	Bondpaper Local S20 Class A - Long	34	ream		
	Bondpaper Local S20 Class A - Short	20	ream		
	Bondpaper Colored Yellow - Short	6	ream		
	Bondpaper Colored Yellow - Long	10	ream		
	Specialty Board - 8 1/2 x 11 200-220gsm white short	20	pack		
	Specialty Board - 8 1/2 x 13 200-220gsm white long	4	pack		
	Photopaper - A4 10s Glossy waterproof	1	pack		
	Self-adhesive Notepad Tab (76x76mm)	4	pack		
	Self-adhesive Notepad Tab (16x50mm)	2	pack		
	Self-adhesive Notepad Tab (3"x3")	4	pack		
	Record Book 300 pages - hardbound	20	pc		
	Folder 14 pts - Long	78	pc		
	Folder 14 pts - Short	42	pc		
	Expandable Folder US - Long	129	pc		
	Expandable Folder US - Short	19	pc		
	Brown Envelope Short	96	pc		
	Brown Envelope Long	60	pc		

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ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	Multipurpose Glue (130grams)	2	pc		
	Fastener metal plastic coated 4 1/2"	3	box		
	Fastener metal plastic coated 8 1/2"	7	box		
	Stamp Pad	1	pc		
	Stamp Pad Ink Approv. 473-500ml	2	bot		
	Foldback Clip - 9/16" (15mm) (12 pcs/box)	2	box		
	Foldback Clip - 1 5/8" (41mm) (12pcs/box)	2	box		
	Foldback Clip - 2" (51mm) (12pcs/box)	5	box		
	Scotch Tape white 1"x50m	7	pc		
	Scotch Tape white 3"x35m	3	pc		
	Masking Tape 2"	7	pc		
	Padding Glue	3	bot		
	Adding Machine Ribbon	3	pc		
	Adding Machine Tape	4	pc		
	Continuous Form 11x14 7/8	5	box		
	Push Pins	1	box		
	Rubber band	6	box		
	Alcohol 500ml 70% solution	12	bot		
	half white board & half cork board vertical 3x1ft	4	pc		
	Epson Ink Cyan - T6642	5	bot		
	Imaging Unit- Develop Ineo Model 164	1	unit		
	Risograph KS 800 - Master	1	unit		

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General Manager



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	Risograph KS 800 - Ink Black	1	unit		
	Printer Ribbon Epson FX2175	11	pc		
	Printer Ribbon Epson LX310	11	pc		
	Printer Toner Samsung ML1640	1	pc		

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