



Republic of the Philippines
Province of Pampanga
Bids and Awards Committee
Provincial Capitol, City of San Fernando, (P) / (045) 435-5122

P.R. No./Date/End User: 22-3502 / 09-22-2022 / PGSO
Purpose: Consolidated Office Supplies for Various Offices (for 3 months)

RFO No. 220738
OCT 10 2022

REQUEST FOR QUOTATION
(SHOPPING)

Company Name: _____
Address: _____
Tel. No. : _____

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than _____:

APPROVED BUDGET FOR
THE CONTRACT (ABC):
PhP 980,030.00

FRANCIS X. MASLOG
Vice Chairperson *Provo*
Bids and Awards Committee

TERMS AND CONDITIONS:

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number. For new businesses, submit the BIR Certificate of Registration.
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1	200	pack	Battery, AA, 2pcs/packet, heavy duty		
2	200	pack	Battery, AAA, 2pcs/packet, heavy duty		
3	10	pc	Calculator, 12 digits		
4	50	box	Clip, Backfold, 19mm, 12's/box		
5	50	pc	Clip, Bulldog, Stainless, 2"		
6	50	pc	Clip, Bulldog, Stainless, 3"		
7	150	box	Clip, Paper Clip, Gem Type, Jumbo, 60mm, 100's/box		
8	30	pc	Data File Box, 5" x 9" x 15 3/4"		
9	150	box	Envelope, Mailing, White, 9 1/2" x 4 1/8", Long, 500's/box		
10	100	pc	Glue, All Purpose, 240 grams		
11	200	box	Paper Fastener, Non-Rust Metal, 50's/box		
12	1100	ream	Paper Bondpaper, A4, 70 gsm, premium grade		
13	200	ream	Paper, Bondpaper, A4, 80 gsm, premium grade		
14	1250	ream	Paper, bondpaper, legal, 70 gsm, premium grade		
15	200	ream	Paper, bondpaper, legal, 80 gsm, premium grade		
16	30	pack	Paper, photopaper, glossy, 20's/pack		
17	100	pad	Paper, ruled pad, 216mm x 330mm, 100's/pad, yellow		
18	20	pack	Paper, sticker paper, A4, matte, 10's/pack		
19	20	jar	Paste, 200 grams		
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