Republic of the Philippines

City of San Carlos

Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-02-0439

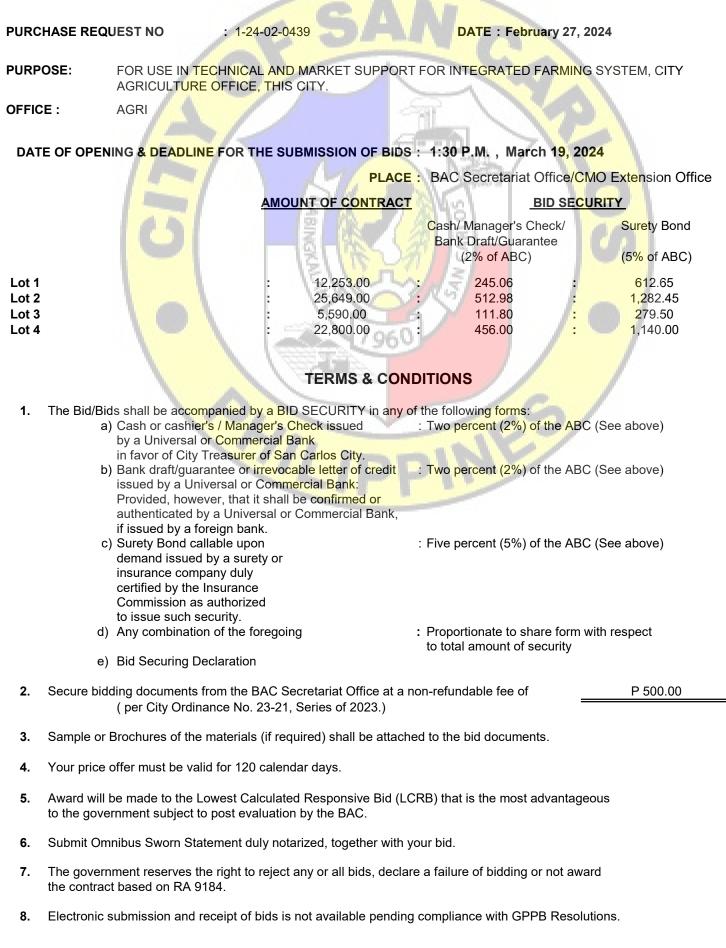
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Sealed bids for quotation of prices will be received for the purchase of the following supplies, materials and equipment of the government to be opened on the date, place and time stated in INSTRUCTION TO BIDDERS.

ITEM #	QTY.	UNIT	ARTICLES	U PRICE	TOTAL
Delivery Term: (All Lots) 15 Working Days upon receipt of P.O.					
		0 0 1	Lot I. Office Devices	40	
1	1	pc	Stapler, HD-50DF, big		
2	10	рс	Stapler, HD-50/50R, good quality		
3	10	pc	Calculator (12 digits, extra large display, key rollover,		
			2 way power)		
4	1	рс	Paper Puncher, big, HD, 2-hole, heavy duty		
			Torol I	Sub-Total	
			Lot II. Office Supplies		
1	120	рс	Ballpen, ordinary, black		
2	10	box	Binder Clip, 2" wide		
3	20	ream	Bondpaper, US, long, Subs 20, 500 sheets/ream		
4	20	ream	Bondpaper, US, short, Subs 20, 500 sheets/ream		
5	100	рс	Cartolina, color: white	/	
6	20	pack	Certificate Board, 185gsm, short, Ivory (20shts/pack)		••••••••••••••••••••••••••••••••••••••
7	10	рс	Columnar book, 5 columns		
8	20	рс	Correction Tape		
9	20	рс	Data File box, single		
10	50	рс	Envelope, Brown, Long		
11	50	рс	Envelope, Brown, Short		
12	50	рс	Folder, white, long		
13	50	рс	Folder, white, short		
14	20	рс	Marking Pen, Black, broad	<u> </u>	
15	10	рс	Marking Pen, Blue, broad		
16	10	рс	Marking Pen, Red, broad	<u> </u>	
17	15	roll	Masking Tape, 1"		
18	10	box	Paper Clip, Big		
19	60	рс	Pencil, #2		
20	10	pack	Photopaper, A4, glossy (20shts/pack)		
21	20	рс	Record Book ,150 pages		<u></u>
22	30	рс	Sign Pen, 0.5, black		
23	10	рс	Stamp Pad, small, #3		
24	10	box	Staple Wire, No. 35		
				Sub-Total	
			Lot III.		
1	10	gals	Alcohol, Isopropyl, 4 ltrs/gal	<u> </u>	



INSTRUCTION TO BIDDERS



SGD ATTY. MA. CHAT H. DELIMA-CORDERO City Gov't Dept. Head I-OHRM / BAC Chairman BIDS & AWARDS COMMITTEE