



**Republic of the Philippines
Province of Negros Occidental
City of San Carlos**

Telephone No. (034) 312-5205

REQUEST FOR QUOTATION

REF. NUMBER:	<u>1449</u>
DATE:	<u>May 30, 2024</u>
PURCHASE REQUEST NO.	<u>1-24-05-0829</u>
DATED:	<u>May 7, 2024</u>
ABC:	<u>50,000.00</u>
BAC RES. NO. NP-SVP ✓	<u>0624-24</u> ✓
DATED:	<u>May 30, 2024</u>

CITY MAYOR'S OFFICE ✓

Gentlemen:

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative.

[Signature]
MA. BRITA D. REBADOMIA
CGADH I-PMSD

BAC Secretariat & Procurement Div.-CMO(Reassigned)

- NOTE:
1. ALL ENTRIES MUST BE TYPEWRITTEN / HANDWRITTEN
 2. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY PROCURING ENTITY
 3. PRICE VALIDITY SHALL BE FOR A PERIOD OF 120 CALENDAR DAYS
 4. ALL DELIVERIES MUST BE F.O.B. SAN CARLOS CITY, NEGROS OCCIDENTAL
 5. **PLEASE SUBMIT YOUR QUOTATION 7 CALENDAR DAYS UPON RECEIPT OF REQUEST FOR QUOTATION (RFQ) (EXCEPT FOR GASOLINE & DIESEL FUEL)**

ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE	TOTAL
1	unit	Delivery Term:15 Calendar Days Personalized Folder Size:8" x 6" Materials:Coated 2 sides #220 Printing:Back to back full color ✓ Finishing:laminated ✓ Note:See attached sample X-X-X-X-X-X-X-X-X-X-X-X	500		
PURPOSE		For the use of the Creative Team, City Mayor's Office. ✓			

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

Printed Name/Signature

CANVASSED BY: _____
Printed Name/Signature

Tel.No./Cellphone No./E-Mail Address

Date

Personalized Folder

Size 8" x 6"

Material: Coated 2 sides

Printing: Back-to-back full color

Finishing: laminated



Prepared by:


JEREMY T. RONDOVIO

Admin Aide II

Approved by:


AIRENE ROSE N. GUSTILO

Executive Asst. IV