



February 19, 2025

Date

REQUEST FOR QUOTATION

Please quote your **LOWEST NET PRICE** to the Government on the items listed below, giving full and detailed description of your offers, stating the shortest time of delivery and submit your quotation in a sealed envelope, addressed to the Sugar Regulatory Administration.

Deadline of Submission: **Not later than** 03 MAR 2025

Very truly yours,

Note: *Return this form duly accomplished in a sealed envelope.*

For canvassing only.

EVELYN D. PORTALLC
Administrative Officer III/RBAC Sec

PR No.	2025-02-0070	DESCRIPTION	Offer
<u>RESEARCH, DEVELOPMENT AND EXTENSION DEPARTMENT-VISAYAS</u>			
Unit Qty.			
packs 20	Acetate film (short, 100 sheets)		
ream 50	Bond Paper, long, sub24/80gsm, 99.99% jam free		
ream 50	Bond Paper, short, sub24/80gsm, 99.99% jam free		
ream 20	Bond Paper, A4, sub24/80gsm, 99.99% jam free		
ream 100	C2s paper, 120gsm		
pcs 50	Correction Tape 10m		
pcs 100	Expanding folder, long green		
box 10	Fastener (long, plastic)		
pcs 50	File Folder, ordinary, long		
pcs 50	File Folder, ordinary, short		
pc 24	Sign Pen 0.5mm black/blue		
packs 80	Specialty Paper (Board) - short, 10sheets/ pack		
packs 80	Specialty Paper - short, 10sheets/ pack		
packs 50	Specialty Paper - long, 10sheets/ pack		
box 10	Staple wire #35		
pcs 5	Staple wire remover (plier type)		
pcs 5	Stapler (big)		
pcs 15	Tape, transparent, 50 meters 2"		
pcs 20	Tape, masking, 50 meters 2"		
ABC: Php: 124,295.00			Total
Charged to : 25-07590-03			

Please indicate:

In case of purchase of goods: TIN _____ Place of Delivery _____ Date of Delivery _____

Delivery Term _____ Payment Term _____

In case of labor: TIN _____ Completion Period _____ Warranty Period _____

SUGAR REGULATORY ADMINISTRATION

This is to certify that the price/s quoted above is the lowest we can offer, taxes included and that no monetary consideration, gift or in hand whatever is involved in case part or whole items quoted will be awarded to us. The prices quoted is good until _____ and can be delivered within _____ working calendar days from receipt of the Purchase Order.

Canvassed by:	Date	(Owner/Authorized Rep.)	Telephone No.	Date
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