



Republic of the Philippines
SUGAR REGULATORY ADMINISTRATION
Araneta St., Singang, Bacolod City 6100 Philippines

March 27, 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** 11 APR 2025

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

For canvassing only.

Very truly yours,

EVELYN D. PORTALLO

RBAC Secretariat Head- Alternate

PR No. 2025-03-0507		DESCRIPTION	Offer
For: FELICIDAD B. LOPEZ			
End-user			
1	24 piece	Ballpen, Blue (Sign Pen .5mm)	
2	24 piece	BALL PEN, Black (Sign Pen .5mm)	
3	12 piece	BALLPEN, Green (Sign Pen .5mm)	
4	2 pack	BATTERY, alkaline, AA (4pcs/pack)	
5	20 piece	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	
6	3 units	CALCULATOR, compact, electronic, 12 digits cap, 1 unit in individual box	
7	1 box	FOLDER, expanded, long, color: green	
8	100 ream	Bond Paper, PAPER, Bond, 8 1/2"x11", 80gsm	
9	60 ream	Bond Paper, PAPER, Bond, 8 1/2"x13", 80gsm	
10	5 book	RECORD BOOK, 500 pages	
11	10 box	STAPLE WIRE, heavy duty, #35	
12	4 piece	STAPLER, heavy duty	
ABC: Php 60,700.00			
Performance Period:			
Payment Term:			
Charge to: 25-06572-01			

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

Series: _____