

Republic of the Philippines
 Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
Regional Training Center 5
 Diversion Road, San Agustin, Pili, Camarines Sur

Date _____

REQUEST FOR QUOTATION

Please quote your lowest price (s) for the following item/services. Kindly specify the brand or trade mark of the article you are offering when the same is not indicated herein. Please submit this request for quotation sealed. This office reserves the right to reject any or all quotation sealed. This office reserves the right to reject any or all the quotations to waive defect therein or accept such quotations as maybe found advantageous to the Government.



JOEY A. BELARMINO
 BAC Chairperson

ITEM NO.	QUANTITY	UNIT	ITEM/S SPECIFICATION	UNIT PRICE	TOTAL PRICE
	61	pcs	Arc file (Vertical)		
	25	pcs	Arc file (Horizontal)		
	1055	pcs	Ballpen Black		
	10	pcs	Ballpen Blue		
	120	reams	Bookpaper, S20 A4		
	58	reams	Bookpaper, S20 long		
	5	reams	Bookpaper, S20 short		
	185	pcs	Brown Envelope long		
	85	pcs	Brown Envelope short		
	3	pcs	Calculator		
	1	pack	Carbon Paper (Long)		
	1	pack	Carbon Paper (short)		
	5	boxes	Chalk		
	18	pcs	Correction tape		
	94	pcs	Cutter		
	20	boxes	Crayon's 16 colors		
	6	pcs	Data Box		
	3	rolls	Double Sided Tape 1"		
	25	pcs	Expanding Envelope long		
	50	pcs	Expanding Folder (Green) long		
	900	pcs	Folder(White)16 pts long		
	5	dozen	Gel Pen (Green)		
	15	dozen	Gel Pen (Blue)		
	5	dozen	Gel Pen (Red)		
	20	dozen	Gel Pen (Black)		
	3	bottles	Glue		
	15	pcs	Highlighter		
	200	pcs	ID Hoder with sling		
	510	pcs	Manila Paper		

114	rolls	Masking Tape 1"		
18	rolls	Masking Tape 2"		
2	pcs	Mega Box (120liters)		
10	pcs	Molar File		
3	rolls	PackingTape		
10	boxes	Paper Clamp (Large)		
10	boxes	Paper Clamp (Medium)		
10	boxes	Paper Clamp (Small)		
15	boxes	Paper Clips(medium)		
20	boxes	Pencil 12's		
3	packs	Photo Paper A4		
500	pcs	Plastic bags, Big		
24	pcs	Plastic envelope long		
10	pcs	Plastic Folder long		
12	boxes	Plastic Paper Fasteners (Short)		
5	pad	Post-it/sticky note(assorted color)		
2	pcs	Printer Ribbon (LQ-310)		
3	pcs	Puncher		
13	pcs	Record book(500 lvs.)		
5	boxes	Rubber band(Big size)		
96	pairs	Scissors (Big)		
108	rolls	Scotch Tape		
5	boxes	Signpen, (Blue) 12's		
5	boxes	Signpen, (black) 12's		
20	pcs	Signpen, (black, Parker)		
1	pcs	Stamp pad		
5	bottle	Stamp pad ink(Blue)		
2	bottle	Stamp pad ink(Green)		
17	boxes	Staple Wire #35		
9	pcs	Stapler w/remover		
9	pack	Sticker Paper		
			TOTAL . . P	

I hereby certify that I am in a position to furnish the items/services as specified at the price quoted and quantities called for taking note of the stipulation.

 Canvasser

 (Dealer/Representative's Signature)

 Date