



REQUEST FOR QUOTATION

DATE: Nov. 24, 2022

PURCHASE REQUEST NO.: PAD (BINHD) FUND 2022-11-71A

CANVASS NO. 79

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached here with.

Very truly yours:

Editha S. Vinuya
EDITHA S. VINUYA

BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	135	pc	Customized Tote Bags Canvas material; 12 inches width x 14 inches height; 4 inches base; Either with zipper or velcro; printed with colored logos and texts		
	135	pc	Notebooks with pens Notepad, A5 size (148.5 x 210mm) made from plain, white, 60gsm. Each pad contains 100 sheets; bound along the short (105mm) side, with a coversheet. The bound area at the top of the pad should be covered by either a strip of cloth or paper; Free bamboo or any eco-friendly pen		
	135	pc	ID Card Holder with Lanyard ID Card Holder: Plastic, transparent, 55 x 85mm, portrait orientation; free lanyard		
	135	pc	Expanding Transparent Zip Envelope A4 Size; Transparent		
	2	ream	A4 Vellum Paper, 100 Sheets, 230 GSM, White		
	120	pc	Certificate Holders A4 Size; Transparent front and blue back; with flap to prevent certificates from falling off; with two hangers for portrait or landscape orientation		
	8	pc	Call/Serving Bell Material: Stainless Steel Size: Approx. 8.5cm		
	8	pc	Plain White Board Size: 30 x 40cm		
	8	pc	Erasers Compatible with white board		
	5	pc	Letter Standee Letters: B, I, N, H, and I; 3ft size per letter; Strong Cardboard Paper Mache Color: Blue and Green Gradient		
	135	pc	Customized 2023 Notebook Planner Size: A5; Material: Paper, PU Leather Hard Cover (soft to touch); inner pages: 70-80 leaves/140-160 pages; Paper: White or Ivory; Premium thick paper; 120 GSM; Color: Black; Print ATI and Binhi ng Pag-asa Program Logo		
	135	pc	Customized Bamboo Charging Station Type: Phone/tablet stand; Stand Size: Approx. 21.5 x 14.8 x 14.5cm (white installed); Package Size: Approx. 23 x 16.2 x 16cm; Material: Bamboo		
	135	pc	Corporate Gift Box Material: Cardboard box with magnetic lock or ribbon for secure closure; Size: 36 x 27 x 18cm (or any nearest size); Color: Black; Print: ATI and Binhi ng Pag-asa Program Logo NOTE: <i>Customized 2023 Notebook Planner and Bamboo Charging Station should fit in the box</i>		

PURPOSE:

To be distributed during the Binhi ng Pag-asa Program (BPP) National Summit and Year-end Assessment from December 18 to 21, 2022

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return
- Notarized Omnibus Sworn Statement
- PhilGEPS Registration Number/Red Membership
- Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute, Elliptical Road, Diliman, Quezon City

MODEL: _____

DELIVERY PERIOD: _____

WARRANTY PERIOD: _____

PRICE VALIDITY: _____

CANVASS BY: _____

DATE: _____

Signature Over printed name of proprietor/Manager
or Authorized Representative