

PRICE QUOTATION FORM

Date: _____

DENNIS M. POPATCO
 Chairperson, PMO Bicol-BAC
 Philippine Ports Authority
 Port Management Office of Bicol
 Regional Government Center,
 Rawis, Legazpi City

Dear Mr. Popatco,

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ) for the Procurement of various Office Supplies not available at DBM-Procurement Service for PMO Bicol use, we hereby submit our quotation corresponding to your requirements.

Item No.	Qty.	Unit	Item Description/Technical Specification	Unit Cost	Total Cost
1	2	pc	LC 539XL black (printer brother DCP-J100)		
2	600	pc	Ballpen 0.5mm black		
3	20	pc	Ink cart Epson (T6643) yellow		
4	20	pc	Ink cart Epson (T6643) magenta		
5	20	pc	Ink cart Epson (T662) cyan		
6	40	pc	Ink cart Epson (T6641) black		
7	5	pc	Computer Keyboard		
8	20	pc	Epson BK 003, yellow		
9	20	pc	Epson BK 003, magenta		
10	20	pc	Epson BK 003, cyan		
11	32	pc	Epson BK 003, black		
12	60	pc	Ribbon Cartridge Epson LQ 310		
13	5	pc	Mouse Optical USB connection type		
14	7	pc	Dater (date stamp)		
15	10	pc	Mouse pad		
16	3	pc	Toner cartridge HP CE285A (HP85A)		
17	2	bx	Rubber Band big		
18	30	bx	Rubber band small		
19	20	rl	Double sided tape 1"		
20	36	rl	Packing tape 2"		
21	240	pc	Signpen, blue, liquid/gel		
22	240	pc	Signpen, black, liquid/gel		
23	10	pc	Stamp pad size 87mmx143mm color violet		
24	10	pc	12" flexible good quality ruler		
25	20	pc	File storage box with cover 11.5x15.5		
26	2	pk	Laminating film 250 microns long		
27	5	rm	Construction paper		
28	16	box	Stapler No. 35 big		
29	300	box	Staple wire, no. 35 heavy duty stapler		
30	10	pc	Index tabs, blue (2x6x16cm)		
31	30	box	Index tabs, clear (2x6x16cm)		
32	60	pad	Post-it strip 1x3 (1 pack, 3 color combination)		
33	20	pad	Sticky note pad, 2x2		
34	50	pad	Sticky note pad, 3x3		
35	60	pc	Fine permanent (overhead projection marker)		
36	70	bot	Glue, all purpose (40ml)		
37	20	pc	Archive Creative File long, vertical (black)		
38	60	pc	Logbook 300 pages		
39	2	pk	PVC cover acetate (A4) 300mic		
40	2	pk	PVC cover acetate3 (long) 300mic		

PRICE QUOTATION FORM

Item No.	Qty.	Unit	Item Description/Technical Specification	Unit Cost	Total Cost
41	6	pk	Photo paper glossy		
42	3	bundle	Folder looseleaf (50/bundle)		
43	4	box	Expanding folder long (100 per box)		
44	6	box	Folder tagboard long size (100 per box)		
45	300	pc	Correction tape, roller tape		
46	1	box	Expanding envelope legal size (100pcs per box)		
47	30	pc	1 1/2" black binder ring (84 holes)		
48	10	pc	Ribbon bundy clock comix		
Total Amount (in Php)					

The above quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

Name/Position/Signature of Authorized Representative

Company Name

Company Address

Contact Number

Email Address