

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 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	10	pack	Battery dry cell AAA (2 pieces per blister pack)		
2	10	pack	Battery dry cell AA (2 pieces per blister pack)		
3	70	pcs	Ballpen 0.7 mm blue		
4	70	pcs	Ballpen 0.7 mm black		
5	30	pcs	Desk ball pen with cord		
6	5	pcs	1/2"black Binder Ring (84 holes)		
7	5	pcs	1"black Binder Ring		
8	11	pcs	2"black Binder Ring (84 holes)		
9	40	pc	Philippine National Flag (3x5 feet)		
10	2	box	Carbon Paper long Black (100 sheets / box)		
11	10	boxes	Paper clip vinyl plastic coat 24 mm (small)		
12	10	boxes	Paper clip vinyl plastic coat 48 mm (jumbo)		
13	10	box	Clip backfold all metal, clamping 19mm (binder clip)		
14	10	box	Clip backfold all metal, clamping 25mm (binder clip)		
15	10	box	Clip backfold all metal, clamping 32mm (binder clip)		
16	10	box	Clip backfold all metal, clamping 50mm (binder clip)		
17	20	box	Metal Paper Fastener 7cm x 20cm long (50sets per box)		
18	10	box	Metal Paper Fastener 7cm x 5cm long (50sets per box)		
19	2	pack	Folder Tagboard long size (100 per pack)		
20	20	bott	Glue, Multi-Purpose extra strong formula, dries fast safe and non-toxic (40 ml)		
21	8	pc	Ribbon bundy clock comix		
22	170	rms	Book paper long 80gsm		
23	100	rms	Book paper A4 80gsm		
24	8	pcs	Stapler number 35. (Big)		
25	25	pad	Post it, strip, 1x3 (1 pack 3 color combination)		
26	20	pad	Sticky note pad, 3x3		
27	10	pack	Specialty A4, pollen ivory color (90gsm)		
28	2	ream	Specialty long, light yellow watermarked laid paper (85gsm) Concorade		
29	50	pcs	Signpen, blue, 0.7 mm liquid/gel		
30	50	pcs	Signpen, black, 0.7 mm liquid/gel		
31	36	roll	Transparent, 1" tape		
32	24	roll	Transparent, 2" tape		
33	24	roll	packing tape 2"		
34	24	roll	Masking , 1" tape		
35	24	roll	Masking , 2" tape		
36	100	pcs	Data file box standard (4.5 x 9.5 x 15.5")		
37	100	pcs	Correction Tape , roller type		
38	5	tube	heavy duty, 10-piece per tube Cutter blade		
39	5	pcs	Cutter Big		
40	1	bx	Envelope, documentary for long (500 per box)		
41	200	pcs	Envelope, documentary for A4		
42	2	rms	Bond Paper A3		
43	25	pcs	Official Record Book 500 pages (8.5 x 11")		
44	8	boxes	Expanding folder long (100 per box)		
45	5	pcs	Calculator		
46	50	boxes	No.35 Staple wire		
47	10	pcs	Stamp Pad no. 1 (biggest)		
48	24	pcs	Pencil number 2		
49	5	pcs	Scissors stainless steel		
50	2	pcs	Pencil Sharpener 4.5" Stainless Steel with metal body		

51	5	pcs	Dater Large		
52	1	bundle	Looseleaf(50/bundle) Folder		
53	10	pack	Sticker paper (long) 10pcs/pack		
54	10	roll	Double Sided tape 1"		
55	5	pcs	Ruler 12"flexible		
56	3	pcs	Staple remover piler-type		
57	2	pc	Computer Keyboard		
58	2	pc	Mouse wireless		
59	2	pc	LC 539XL black (printer brother DCP-J100)		
60	1	pc	LC 535XL Magenta (printer brother DCP-J100)		
61	1	pc	LC 535XL Cyan (printer brother DCP-J100)		
62	1	pc	LC 535XL Yellow (printer brother DCP-J100)		
63	20	pcs	Epson BK 003, black		
64	10	pcs	Epson BK 003, cyan		
65	10	pcs	Epson BK 003, magenta		
66	10	pcs	Epson BK 003, yellow		
67	3	pcs	HP 680 ink advantage black		
68	1	pc	HP 680 ink advantage colored		
69	24	pc	Ink cart Epson (T6641) Black		
70	1	pc	Ink cart Epson (T6642) Cyan		
71	1	pc	Ink cart Epson (T6643) Magenta		
72	1	pc	Ink cart Epson (T6644) Yellow		
73	2	pcs	Epson BK 001, black		
74	1	pcs	Epson BK 001, cyan		
75	1	pcs	Epson BK 001, magenta		
76	1	pcs	Epson BK 001, yellow		
77	10	pcs	Epson LQ-310 ribbon		
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