

QUOTATION FORM

Date: _____

LOT 1 - Purchase of Various Office Supplies
ABC - Php240, 524.00

Name of Supplier
/Company: _____

Address: _____

Telephone No./
Email Address: _____

TIN: _____

Validity Offer: _____

After having carefully read and accepted the Terms and Conditions, I/ We submit our quotation for the items as follows:

QTY	UNIT	ARTICLES/SUPPLIES	UNIT	TOTAL
		DESCRIPTION	PRICE	PRICE
450	piece	BALLPEN, BLACK, 0.7		
265	piece	BALLPEN, BLUE, 0.7		
112	piece	BALLPEN, RED, 0.7		
280	piece	BALLPEN, FINE TECH, BLACK		
165	piece	BALLPEN, FINE TECH, BLUE		
25	piece	BALLPEN, FINETECH, RED		
5	book	COLUMNAR BOOK, 18 COLUMNS		
35	bottle	CORRECTION FLUID, 20ml		
5	ream	DTR FORM 48 (1,000s)		
238	box	FASTENER, PLASTIC		
3	pack	FOLDER, TAGBOARD, LEGAL, BROWN (100/PACK)		
50	piece	FOLDER WITH SLIDE, COLOR:BLUE, FOR LEGAL DOCS		
5	pack	INDEX CARD 4x6		
33	pack	INDEX CARD 5x8		
10	piece	MARKER, PERMANENT, fine tech, broad type, black		
150	ream	MIMEO, LEGAL		
269	ream	ONION SKIN , long		
325	ream	PAPER, BOND, LEGAL, sub 16		

30	ream	PAPER, BOND, A4, sub 16		
25	pack	PAPER, legal, color:pale cream, 250gsm (10/pack)		
25	pack	PAPER, A4, color:white, 250gsm (10/pack)		
72	jar	PASTE		
18	piece	TWIN MARKER		
30	pack	STICKER PAPER (HIGH QUALITY) (10/pack)		
8	pair	SCISSORS, 7.5 " STAINLESS STEEL		
74	piece	SIGN PEN - HI-TECH V10, black		
234	piece	SIGN PEN - G2.7 BLACK		
68	piece	SIGNPEN - G2. 7 BLUE		
20	piece	SIGNPEN - G2. 5, BLACK		
10	piece	SIGNPEN - G2. 5, BLUE		
9	box	STAPLE WIRE, 17 mm		
9	box	STAPLE WIRE, #10		
17	piece	STAPLER, STANDARD TYPE W/ BUILT-IN REMOVER		
4	piece	IN AND OUT TRAY, 3 LAYERS, metal, heavy duty, color black		
2	piece	WHITEBOARD 24" X 36"		
26	piece	RIBBON FOR TYPEWRITER		
			TOTAL AMOUNT	

Signature over Printed Name of
Owner/Manager/Authorized
Representative