

Date: \_\_\_\_\_

**CHRISTOPHER A. SORIANO**

Deputy Regional Prosecutor  
 Chairperson, BAC  
 National Prosecution Service, Region I

Sir:

After having carefully read the terms and conditions in the Request for Quotation for the Project: **Purchase of various office supplies not available in Procurement Service**, hereunder is our proposal/price quotations for the following item/s:

**QUOTATION FORM**

<b>QTY</b>	<b>UNIT</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>
442	piece	BALLPEN, BLACK, 0.7		
291	piece	BALLPEN, BLUE, 0.7		
164	piece	BALLPEN, RED, 0.7		
188	piece	BALLPEN, FINE TECH, BLACK		
143	piece	BALLPEN, FINE TECH, BLUE		
39	piece	BALLPEN, FINETECH, RED		
12	piece	BINDER CLIP, BULLDOG, 3", METAL		
6	book	COLUMNAR BOOK, 18 COLUMNS		
6	piece	CORRECTION PEN		
12	bottle	CORRECTION FLUID		
8	piece	DOUBLE-SIDED TAPE, 1", (W/O FOAM)		
8	ream	DTR FORM 48 (1,000s)		
4	box	ENVELOPE, MAILING, BROWN, 80gsm		
140	box	FASTENER, PLASTIC		
12	pack	FOLDER, TAGBOARD, LEGAL, BROWN (100/PACK)		
20	piece	FOLDER WITH SLIDE, COLOR: BLUE, FOR LEGAL DOCS		
16	pack	INDEX CARD 4x6		
31	pack	INDEX CARD 5x8		
125	piece	CARD BOARD FOR LEAVE CARD FORM		
30	piece	MARKER, PERMANENT, chisel type, black		
15	piece	MARKER, PERMANENT, chisel type, blue		
15	piece	MARKER, PERMANENT, chisel type, red		
138	ream	MIMEO, LEGAL		

172	ream	ONION SKIN, long		
253	ream	PAPER, BOND, LEGAL, sub-16		
36	ream	PAPER, BOND, A4, sub-16		
90	pad	PAPER, YELLOW RULED PAD		
45	jar	PASTE		
33	piece	TWIN MARKER		
30	piece	SIGN PEN, HIGH TECH, 1.0, BLACK		
15	piece	SIGN PEN, HIGH TECH, 1.0, BLUE		
6	piece	SIGN PEN - HI-TECH V5, black		
75	piece	SIGN PEN - HI-TECH V10, black		
88	piece	SIGN PEN - G2.7 BLACK		
48	piece	SIGNPEN - G2. 7 BLUE		
10	piece	SIGNPEN - G2. 5, BLACK		
10	piece	SIGNPEN - G2. 5, BLUE		
4	bottle	STAMP PAD INK, RED, 50 ml		
23	box	STAPLE WIRE, 17 mm		
10	box	STAPLE WIRE, #10		
8	box	COPPER STAPLE WIRE, NO. 35		
18	piece	RIBBON FOR TYPEWRITER		
			<b>TOTAL</b>	<b>Php</b>

(Amount of Bid in Words) \_\_\_\_\_

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name and Signature of the Bidder  
or Authorized Representative

\_\_\_\_\_  
Name of Company/Business

\_\_\_\_\_  
Address

\_\_\_\_\_  
Contact No. and E-mail Address