

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

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
441	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		
5	book	COLUMNAR BOOK, 18 COLUMNS		
6	piece	CORRECTION PEN		
12	bottle	CORRECTION FLUID		
3	piece	CORK BOARD 36 x 24		
8	piece	DOUBLE-SIDED TAPE, 1", (W/O FOAM)		
2	piece	DATA FILE BOX, W/ COVER, DOUBLE, HARD BOARD		
3	piece	DATING AND RECEIVING STAMP W/ INK MACHINE		
2	piece	DRY SEAL		
8	ream	DTR FORM 48 (1,000s)		
4	box	ENVELOPE, MAILING, BROWN, 80gsm		
139	box	FASTENER, PLASTIC		
22	piece	FLASH DRIVE, 32 GB capacity		

14	piece	FLASH DRIVE, 128 GB capacity		
11	pack	FOLDER, TAGBOARD, LEGAL, BROWN (100/PACK)		
20	piece	FOLDER WITH SLIDE, COLOR: BLUE, FOR LEGAL DOCS		
15	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		
137	ream	MIMEO, LEGAL		
172	ream	ONION SKIN, long		
253	ream	PAPER, BOND, LEGAL, sub-16		
35	ream	PAPER, BOND, A4, sub-16		
3	pack	PAPER, SPECIALTY BOARD, legal, color: WHITE, 220gsm (10/pack)		
2	pack	PAPER, A4, color: white, 250gsm (10/pack)		
2	pack	PAPER, legal, color: pale cream, 250gsm (10/pack)		
3	pack	PAPER, SPECIALTY BOARD, A4, color: white, 220gsm (10/pack)		
90	pad	PAPER, YELLOW RULED PAD		
45	jar	PASTE		
8	box	PUSH PIN		
3	box	THUMB TACKS		
1	piece	1 FOOT RULER, PLASTIC		
1	piece	1 FOOT RULER, METAL		
33	piece	TWIN MARKER		
3	pack	PHOTO PAPER (10 SHEETS)		
6	pack	STICKER PAPER (HIGH QUALITY) (10/pack)		
8	pair	SCISSORS, 7.5 " STAINLESS STEEL		
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		
74	piece	SIGN PEN - HI-TECH V10, black		
87	piece	SIGN PEN - G2.7 BLACK		
47	piece	SIGNPEN - G2. 7 BLUE		

10	piece	SIGNPEN - G2. 5, BLACK		
10	piece	SIGNPEN - G2. 5, BLUE		
6	piece	STAMP, SELF INKING		
3	bottle	STAMP PAD INK, RED, 50 ml		
22	box	STAPLE WIRE, 17 mm		
2	box	STAPLE WIRE, 23/8		
2	box	STAPLE WIRE, 23/6		
10	box	STAPLE WIRE, #10		
7	box	COPPER STAPLE WIRE, NO. 35		
1	piece	STAPLER, BIG, LONG REACH		
34	piece	STAPLER, STANDARD TYPE W/ BUILT-IN REMOVER		
2	piece	MULTI TRAY DRAWER, 3 LAYERS, PLASTIC		
2	piece	IN AND OUT TRAY, STEEL, 2 LAYERS		
12	piece	IN AND OUT TRAY, STEEL, 3 LAYERS		
3	piece	WHITEBOARD 18" X 24"		
7	piece	WHITEBOARD 24" X 36"		
1	piece	WHITEBOARD 72" x 36"		
1	piece	WHITEBOARD WITH CORK 72" x 36"		
18	piece	RIBBON FOR TYPEWRITER		
TOTAL				Php

(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