Republic of the Philippines
MUNICIPALITY OF PASUQUIN
Ilocos Norte

REQUEST FOR QUOTATION

Date: 10.23.2026
Qoutation NO. 2026.183
PR No: 2026.10.405

Please qoute your lowest price on the item/s listed beow, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your qoutation duly signed by your representative not later than October 29, 2026 @ 8:30AM in the return envelope attached herewith.

PATRICK JOHN T. RATUITA MAPA
BAC Chairman

NOTE:
1. **All entries must be type written**
2. **Delivery period within thirty (30) calendar days**
3. **Warranty shall be for a period of six(6) months for supplies & materials, one(1) year for equipment, from date of acceptance by the procuring entity**
4. **Price validity shall be for a period of one (1) month upon submission of the quotation**
5. **The following documents shall be attached upon submission of the quotation:**
   a. **Mayor's / Business Permit**
   b. **Certificate of Registration**
   c. **PhilGEPS registration certificate/number**
   d. **Omnibus Sworn Statement**
6. **Approved Budget of the Contract P 80,713.52**

ITEM NO.	ITEM & DESCRIPTION	Brand/Model	QTY.	UNIT	UNIT PRICE	TOTAL COST
1	battery dry cell size AA		15	pack		
2	battery dry cell size AAA		15	pack		
3	tape transparent 24mm		40	roll		
4	ruler plastic 450mm		4	piece		
5	envelop mailing white		20	box		
6	marjer flourescent		65	set		
7	0.5 liquid gel niddle tip, black		8	piece		
8	0.5 liquid gel niddle tip, blue		20	piece		
9	Ati ballpoint pen, super fine, black		70	piece		
10	ballpen, rectractable black, matrix		15	piece		
11	ballpen with grip, 0.5 black		75	piece		
12	battery charger, AAA		1	piece		
13	battery charger. AA		2	piece		
14	battery AA rechargeable		25	pair		
15	binder filing medium 3" thick		15	piece		
16	board paper, white 220gsm 100sheets		2	ream		
17	brown envelop long		30	piece		
18	certificate frame w/ stand 9x12"		10	piece		
19	certificate holder 8.5" x 11"		40	piece		
20	clip backfold 41mm		40	box		
21	correction tape 12m		30	piece		
22	hi-tech point V10 grip black		68	piece		

23	hi-tech point V10 grip blue		20	piece		
24	laminating film 250mic 100pcs		3	pack		
25	laminating ID film 4" 250mic		6	pack		
26	marker permanent black board		5	piece		
27	paper board cutter 12x15"		1	unit		
28	paper board long white		20	pack		
29	photopaper, premium glossy A4 size 150gsm 20sheet		29	pack		
30	post it pad 2x3		10	pad		
31	ring binder plastic, 1 1/2"		5	piece		
32	ring binder plastic, 1"		5	piece		
33	ring binder plastic, 2"		5	piece		
34	sign pen black, broad/large 1.0		25	piece		
35	staple wire 23/24		10	box		
36	yellow paper		30	pad		

Brand and Model : _____

Supply and delivery of office supplies for legislative department

Delivery Period : _____

2026.10.301

Warranty : _____

Price Validity : _____

After having carefully read and accepted your General Conditions, I/We qoute you on the item at prices noted above.

_____

Printed Name/Signature

_____

Tel. No./Cellphone No./Email Add.