



Republic of the Philippines
COTABATO CITY STATE POLYTECHNIC COLLEGE
Cotabato City
Tel. No. (064) 421-5146

P.R. No: 073-17DC

Date 9-Aug-17

REQUEST FOR QUOTATION

(Name of Dealer)

Gentlemen:

Please quote your lowest price(net), taxes included on the following articles listed below/hereunder.

Item No.	QTY	Unit	Description	Unit Price	Remarks
1	20	Pcs	FLASH DRIVE, 16GB		
2	4	PCS	EXTERNAL HARDISK 1TERABYTE		
3	160	Cans	AIR FRESHENER, IN CAN		
4	160	Bottles	ALCOHOL, 68% - 72 % ethanol (ethyl)		
5	30	Bottles	CLEANER, toilet bowl and urinal		
6	60	Pcs.	CORRECTION TAPE REFILL		
7	2	Pcs.	LCT CUTTER PAPER		
8	80	Pouch	DETERGENT POWDER		
9	30	Pcs.	FLOOR WAX, paste type, red 2.0 KG		
10	10	Pack	FILE FOLDER, BROWN, for A4 size paper/document		
11	10	Pack	FILE FOLDER, BROWN, for legal size paper/ document		
12	10	Pack	FILE FOLDER, WHITE, for A4 size paper/document		
13	15	Pack	FILE FOLDER, WHITE, for legal size paper/ document		
14	5	Pack	PLASTIC FOLDER WHITE LEGAL SIZE		
15	5	Pack	PLASTIC FOLDER WHITE SHORT		
16	10	SETS	BLACKBOARD ERASER		
17	3	Cans	FURNITURE CLEANER		
18	90	Jar	GLUE, all purpose, 300 grams		
19	120	Cans	INSECTICIDE		
20	30	Sets	MARKER, fluorescent		
21	30	SETS	WHITE BOARD MARKER, BLACK		
22	30	SETS	WHITE BOARD MARKER, BLUE		
23	350	Ream	PAPER,multicopy, 210 mm x 297 mm,A4 80gsm		
24	350	Ream	PAPER, multicopy, legal size 80gsm		
25	350	Ream	PAPER, multicopy, SHORT size 80gsm		
26	40	Pcs	PENCIL SHARPENER, manual		
27	5	SETS	PERMANENT MARKER, BROAD BLACK		
28	5	SETS	PERMANENT MARKER, BROAD BLUE		
29	50	Pcs	SIGN PEN, black .04		
30	50	Pcs	SIGN PEN, blue .04		
31	220	PCS	STAPLE WIRE, standard		
32	80	Pcs	STAPLER, standard type, with Remover		
33	240	Pack	TOILET TISSUE PAPER		
34	80	Ream	Green Bond Paper		
35	60	Pcs.	Bathroom soap, 20gms size		
36	3	box	Dishwashing Liquid 300ml Bottle		
37	20	Pack	Toilet Deodorant cake, 50gms, 3pcs/ pack		
38	60	Gallon	Muriatic acid ,INDUSTRIAL		
39	60	Box	Chalk dustless		
40	20	GALLON	DINATURED ALCOHOL		
41	50	Pcs.	Broom (Tingting)		

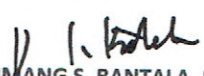
42	40	Pcs.	Tabo		
43	60	Gallon	Zonrox		
44	60	piece	MOP HEAD		
45	7	Box	Pencil (Good Quality)		
46	2	Unit	CALCULATOR, scientific, 10 digits, case dot		
47	0	0	matrix, solar/ cell type power source.		
48	2	Unit	CALCULATOR, compact, electronic, LCD,		
49	0	0	desktop, display, 12 digits, two-way power source.		
50	130	PCS	SCISSOR		
51	80	SETS	PENCIL		
52	30	PCS	DATA FILE BOX or DATA MAN (golden yellow)		
53	30	PCS	DATA FILE BOX or DATA MAN (yellow)		
54	30	PCS	DATA FILE BOX or DATA MAN (BLUE)		
55	30	PCS	DATA FILE BOX or DATA MAN (Orange)		
56	30	PCS	DATA FILE BOX or DATA MAN (green)		
57	120	PCS	ARCH FILE		
58	30	BOXES	WHITE BOARD MARKER (BLACK)		
59	30	BOXES	WHITE BOARD MARKER (BLUE)		
60	1	BOX	EXPANDING ENVELOPE, LONG		
61	2	BOX	MAILING ENVELOPE WITH GLASSIN		
62	60	ROLL	TRANSPARENT TAPE 1"		
63	30	PCS	RECORD BOOK 300 PAGES SMALL		
64	10	BOX	RUBBERBAND BIG		
65	10	BOX	RUBBERBAND MEDIUM		
66	10	BOX	RUBBERBAND SMALL		
67	120	PACK	PAPER CLIP BIG		
68	120	PACK	PAPER CLIP SMALL		
69	30	BOXES	BALLPEN BLACK 50s		
70	30	BOXES	BALLPEN BLUE 50s		
71	30	PCS	TRAY FILE		
72	150	ROLLS	TRANSPARENT TAPE 1"		
73	90	ROLLS	TRANSPARENT TAPE 2"		
74	90	ROLLS	PACKAGING TAPE 2"		
75	150	ROLLS	PACKAGING TAPE 1"		
76	30	PACK	CARTOLINA (ASSORTED)		
77	30	PACK	CARTOLINA WHITE		
78	60	PACK	STICKER PAPER LONG (WHITE) 10s		
79	60	PACK	STICKER PAPER LONG (ASSORTED) 10s		
80	60	PACK	PHOTO PAPER LONG 10s		
81	40	PACK	PHOTO PAPER A4 SIZE 10s		
82	30	PACK	PVC COVER LONG		
83	20	PACK	PVC COVER SHORT		
84	70	PCS	DOOR MAT		
85	40	PCS	BROOM (STICK)		
86	50	PCS	SOFT BROOM		
87	40	PCS	DUSTPAN ALUMINUM		
88	30	PCS	MOP HANDLE		
89	100	PCS	BLANK DVD		
90	30	PCS	CORRECTION FLUID		
91	80	PACK	PAPER FASTENER VNYL		
92	30	SETS	INDEX TAB BLUE		
93	30	SETS	INDEX TAB YELLOW		
94	30	SETS	INDEX TAB ORANGE		

95	30	SETS	INDEX TAB RED		
96	50	PCS	PAPER PUNCHER		
97	100	PCS	CLIP BULLDOG 2"		
98	9-Apr	PCS	CLIP BULLDOG 1"		
99	9-Apr	PCS	RING BINDER 2"		
100	100	PCS	RING BINDER 32mm 1 1/4"		
101	150	PCS	RING BINDER 25mm 1"		
102	150	PCS	RING BINDER 22mm 7/8"		
103	150	PCS	RING BINDER 16mm 5/8"		
104	150	PCS	RING BINDER 12mm 1/2"		
105	150	PCS	RING BINDER 10mm 3/8"		
106	300	PCS	RING BINDER 6mm 1/4"		
107	60	PACK	DISPOSABLE CUP		
108	30	PCS	STAMP FELT PAD BIG		
109	40	PCS	INK STAMP PAD		
110	6	ROLLS	PLASTIC COVER		
111	40	ROLLS	TRUSH BAG BIG		
112	50	PCS	CORRECTION TAPE		
113	50	PCS	CORRECTION TAPE, refillable		
114	30	PCS	FILE ORGANIZER, EXPANDING LEGAL, PLASTIC ASSORTED COLLOR		
115	100	PCS	I.D SLING		
116	100	PCS	I.D CASING		
117	30	REAM	PARCHMENT PAPER LONG		
118	30	REAM	PARCHMENT PAPER SHORT		
119	30	PCS	FELT PAPER YELLOW		
120	30	PCS	FELT PAPER BLUE		
121	30	PCS	FELT PAPER RED		
122	120	Pcs.	EPSON INK (BLACK) 664		
123	90	Pcs.	EPSON INK (MAGENTA) 664		
124	90	Pcs.	EPSON INK (CYAN) 664		
125	90	Pcs.	EPSON INK (YELLOW) 664		
126	30	Pcs.	Hp 678		
127	30	Pcs.	Hp 704 TRI COLOR		
128	30	Pcs.	HP 704 BLACK		
129	60	Ream	LINEN PAPER		
			x-x-x-x NOTHING FOLLOWS -x-x-x-x		

It is requested that you return this form in a sealed envelope by a messenger or mail it not later than _____, 20__ at _____. Only one canvass form should be placed in an envelope marked "BID PROPOSAL". Brochure maybe attached with the canvass form.

A Purchase Order to the winning bidder shall be made immediately after the awarding. However, this office reserves the right to reject any offer without specified quality herein contained.

Very truly yours,


DAM MANG S. BANTALA, Ph.D.
College President

QUOTED BY: _____
Name, Position (Printed)