

**Republic of the Philippines**  
**Province of Davao del Norte**  
**BIDS AND AWARDS COMMITTEE**  
 Government Center, Mankilam, Tagum City

Quotation No. : C20214138

Date : September 02, 2021

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PR Number : 2108-4534

PURSUANT TO THE PERTINENT PROVISION OF REPUBLIC ACT NO. 9184 AND ITS IMPLEMENTING RULES AND REGULATIONS, PLEASE QUOTE YOUR UNIT, TOTAL AND GRAND/LOT PRICE OF THE ITEMS LISTED HEREUNDER, WHICH THE PROVINCE OF DAVAO DEL NORTE DESIRES TO PURCHASE. SHOULD THE BIDS AND AWARDS COMMITTEE FIND YOUR PRICE REASONABLE, RESPONSIVE AND LOWEST IN THE MARKET, YOU WILL BE OFFICIALLY NOTIFIED AS TO THE DATE OF DELIVERY. IN CASE THERE IS A FAILURE OF DELIVERY AND/OR LATE DELIVERIES, LIQUIDATED DAMAGES SHALL BE IMPOSED AND BE CHARGED AGAINST YOUR PRESENT OR FUTURE TRANSACTIONS. THE PROVINCIAL GOVERNMENT OF DAVAO DEL NORTE RESERVES THE RIGHT TO ACCEPT OR REJECT ANY BID, TO ANNUL THE BIDDING PROCESS, AND TO REJECT ALL BIDS ANY TIME PRIOR TO CONTRACT AWARD, WITHOUT THEREBY INCURRING ANY LIABILITY TO THE AFFECTED BIDDER/S.

Item No.	Qty./Unit	Item	Quotation	
			Unit Price	Total Amount
1	100 reams	bookpaper long (branded)	_____	_____
2	100 reams	bookpaper short (branded)	_____	_____
3	35 bxs	ballpen blue 12's (branded)	_____	_____
4	35 bxs	ballpen black 12's (branded)	_____	_____
5	35 bxs	ballpen red 12's (branded)	_____	_____
6	29 bxs	pentel pen black broad (branded)	_____	_____
7	29 bxs	pentel pen blue broad (branded)	_____	_____
8	50 bxs	staplewire no. 35 (branded)	_____	_____
9	60 pcs	sign pen .7 blue (branded)	_____	_____
10	60 pcs	sign pen .7 black (branded)	_____	_____
11	30 bots	glue 130 g (branded)	_____	_____
12	9 cart	toner 12A cartridge (brand new)	_____	_____
13	25 bots	alcohol 500 ml (branded)	_____	_____
14	50 packs	photosticker a4-20s (branded)	_____	_____
15	10 bots	epson ink t6641	_____	_____
16	10 bots	epson ink t6642	_____	_____
17	10 bots	epson ink t6643	_____	_____
18	10 bots	epson ink t6644	_____	_____

Remarks : 1) *Delivery of items shall be two (2) days after the receipt of Purchase Order*  
 2) *All items must be completely filled out and quoted*

Green Procurement Terms and Conditions for MULTICOPY PAPER

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).

for office use

Approved Budget for the Contract : P 160,895.00

PLACE OF DELIVERY : on site oss office

DATE OF OPENING OF CANVASS: September 09, 2021

TIME OF OPENING OF CANVASS: 09:00:00 AM

VERY TRULY YOURS,

**EMELIA C. PALERO,CPA**  
 (Prov'l.Budget Officer)

I HEREBY CERTIFY:

- 1) THE ABOVE PRICES OF THE ITEMS HEREIN DESCRIBED ARE CURRENT AND VALID FOR 120 DAYS FROM DATE OF THE OPENING OF CANVASS.
- 2) IN CASE THE PROVINCE OF DAVAO DEL NORTE WILL OFFICIALLY NOTIFY THAT THE ITEMS WILL BE PROCURED FROM MY/OUR ESTABLISHMENT, THE STOCKS ARE READILY AVAILABLE OFF-THE-SHELF.

NAME OF ESTABLISHMENT _____	
ADDRESS _____	
Please check whether VAT or Non-VAT	<input type="checkbox"/> V.A.T. <input type="checkbox"/> Non-V.A.T.
PhilGEPS Registration No.: _____	
T.I.N. No. _____	TEL./FAX No. : _____

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME

CANVASS BY: \_\_\_\_\_  
 Signature Over Printed Name

\_\_\_\_\_  
POSITION

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2. Wrapping by rean should be made of at least 50% biodegradable material, no 100% single-use plastic wrapping. For bulk orders, carton box shall be used for packing.

\* \* \* GRAND/LOT PRICE : P \_\_\_\_\_

**Terms and Condition :**

The following documentary requirements shall be submitted together with the Price Quotation Form or Canvass as requisite for award:

- a) Mayor's/Business Permit
- b) PhilGEPS Registration Number

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T.I.N. No. _____	TEL./FAX No. : _____

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME

CANVASS BY: \_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
POSITION