

Republic of the Philippines  
SENATE  
REQUEST FOR QUOTATION

Date : 6/7/2018 10:12:44AM  
 RSQ No. : RSQ-18-06-148  
 Requisitioner : L.BIS  
 Canvasser : NELIA E. ESTREVENCIÓN

Sir/Madam:

We invite all GEPS registered bidders to submit sealed quotation for the item/s listed below, addressed to the Chairman, Bids and Awards Committee (BAC), 4/F Senate of the Philippines, GSIS Bldg., Financial Center, Pasay City. The quotation for Purchase Request No. **PR-18-05-406** must be submitted to the Office of the Chairman, Bids and Awards Committee, Room 408 or the Secretariat, Bids and Awards Committee, Room 401, 4/F Senate of the Philippines, GSIS Building, Financial Center, Pasay City, not later than 5P.M. of \_\_\_\_\_. Kindly observe and comply with the stated specifications / descriptions / unit of items for quotation, and specify country of manufacture or origin in the item, any erasure must be properly initialed by the bidder. Bidders are presumed to have reviewed all bids indicated herein before submission to the BAC. Please do not forget to indicate the following references in your envelope "PR NO. \_\_\_\_\_ / RSQ NO. \_\_\_\_\_, Assigned Canvasser: \_\_\_\_\_, CLOSING DATE: \_\_\_\_\_"

LIKewise, ALL QUOTATIONS MUST BE VALID FOR AT LEAST THIRTY (30) TO FORTY FIVE (45) DAYS FROM THE CLOSING DATE OF POSTING WITH THE PHIGEPS AND SUBJECT TO THE GENERAL CONDITIONS FOUND AT THE BACK OF THIS FORM.

*Maria Valentina S. Cruz*  
 ATTY. MARIA VALENTINA S. CRUZ  
 CHAIRPERSON  
 BIDS AND AWARDS COMMITTEE

THE CHAIRMAN  
 Bids and Awards Committee  
 c/o Secretariat, Bids and Awards Committee  
 Room 401 4/L, Senate of the Philippines, GSIS Building, Financial Center, Pasay City  
 Fax No. 552-6601 local 1602 or 552-6603

Sir: As requested in your letter above, we are pleased to quote hereunder our prices for the following items subject to the General Conditions stated at the back:

ITEM NO.	QTY	UNIT	ITEM/S DESCRIPTION (Kindly indicate BRAND NAME & MODEL of item/s of your offer/bid)	APPROVED BUDGET	UNIT PRICE (Inclusive of all Taxes)	TOTAL
			<i>PR-18-05-406 (LBIS)</i>			
1	5	UNIT	<b>5 (five) HEAVY DUTY STAPLERS</b> SPECS: -Durable full metal construction encased by high impact plastic cover -Adjustable paper gauge adjusts throat depth & locks in position for staple operation -Weight: 4.84lbs. (2.2kg) -Dimensions: 3-1/2" (W) x 15-3/8"(L) x 8-1/2"(H) (90 x 390 x 215mm) -Stapling Capacity: 25-135 sheets of 20lb bond paper -Load Capacity: 100 staples -Throat Depth: 2-3/4" (68mm) -Staples: Max heavy-duty staples (121 OFA-H, 1213FA-H, 1215FA-H & 1217FA-H) PLEASE SEE ATTACHED PHOTO OF THE STAPLER	Php 25,000.00 Php5,000.00/UNIT		
			Nothing Follows			

RECEIVED  
 JUN 07 2018  
 BY: L TIME: 3:30  
 PROCUREMENT, PPS

Remarks:

(QUOTATIONS must be valid for at least thirty [30] to forty five [45] days from closing date)

TERMS OF DELIVERY \_\_\_\_\_

TERMS OF PAYMENT: Government Terms (NO C.O.D. / NO ADVANCE PAYMENT)

(Name of Company) \_\_\_\_\_

Address of Supplier \_\_\_\_\_

E-Mail Address \_\_\_\_\_

PHIGEPS Reg. No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Tel./Fax No.s \_\_\_\_\_

TIN \_\_\_\_\_

(Signature over Printed Name Authorized Representative)

*R. 2 June, '18 / 390*  
*for printing*  
*PPS*