

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

Quotation No. : C20210970

Date : March 02, 2021

Page : 1

PR Number : 2101-0615

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        | 16 PC.    | BALLPEN BLACK/BLUE,W/ GOOD QUALITY                 | _____      | _____        |
| 2        | 12 PC.    | BALLPEN BP - 145 - F - L (RETRACTABLE)             | _____      | _____        |
| 3        | 10 PC.    | BALLPEN, GRIP XP5                                  | _____      | _____        |
| 4        | 6 PC.     | BATTERY AA, SUPER HEAVY DUTY                       | _____      | _____        |
| 5        | 12 PC.    | BATTERY AAA, SUPER HEAVY DUTY                      | _____      | _____        |
| 6        | 2 CAN     | CAR WAX  | _____      | _____        |
| 7        | 31 PC     | CORRECTION TAPE (HEAVY DUTY, 6M)                   | _____      | _____        |
| 8        | 2 PC.     | DATA FOLDER (3" X 9" X 15") WITH RING FINGER BLACK | _____      | _____        |
| 9        | 20 BOX    | DATAFILE BOX (5"X9"X15-3/4") W/CLOSED ENDS BLACK   | _____      | _____        |
| 10       | 1 PC      | DATER  | _____      | _____        |
| 11       | 200 SACHE | FABRIC CONDITIONER 30ML                            | _____      | _____        |
| 12       | 3 BOX     | FASTENER VINYL COATED                              | _____      | _____        |
| 13       | 260 PC.   | FOLDER, BROWN - LONG                               | _____      | _____        |
| 14       | 10 PC.    | FOLDER, WHITE LONG                                 | _____      | _____        |
| 15       | 3 PC.     | GLASS CLEANER, BRANDED                             | _____      | _____        |
| 16       | 2 JAR     | GLUE ALL PURPOSE, IN JAR W/APPLICATOR MIN. OF 300  | _____      | _____        |
| 17       | 4 PC      | HAND SANITIZER 1L                                  | _____      | _____        |
| 18       | 1 CART    | INK, L805 EPSON 673(BLACK)                         | _____      | _____        |

OFFICE SUPPLIES EXPENSE, PGSO FIRST QUARTER

Approved Budget for the Contract : P 263,326.46

PLACE OF DELIVERY : PGSO WAREHOUSE

DATE OF OPENING OF CANVASS: March 11, 2021TIME OF OPENING OF CANVASS: 09:00:00 AM

VERY TRULY YOURS,

**SUPPLIERS MUST SPECIFY/INDICATE  
BRAND NAMES UPON QUOTATION**

**ENGR. GLENN A. OLANDRIA**  
(Provincial Engineer)  
BAC CHAIRMAN

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.

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PRINTED NAME

CANVASS BY: \_\_\_\_\_  
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|----------|-----------|--|------------|--------------|
|          |           |  | Unit Price | Total Amount |
| 19       | 1 CART    | INK, L805 EPSON 673(CYAN)                      | _____      | _____        |
| 20       | 1 CART    | INK, L805 EPSON 673(MAGENTA)                   | _____      | _____        |
| 21       | 1 CART    | INK, L805 EPSON 673(YELLOW)                    | _____      | _____        |
| 22       | 6 BOT.    | INK, SELF- INKING 60 ML.                       | _____      | _____        |
| 23       | 4 PC.     | MARKER, WYTEBOARD (BLACK)                      | _____      | _____        |
| 24       | 5 PC      | MARKER,PERMANENT BROAD - BLACK                 | _____      | _____        |
| 25       | 8 STICK   | MEMO LINER STICK                               | _____      | _____        |
| 26       | 3 BOT     | MOSQUITO KILLER,WATER BASE 500ML               | _____      | _____        |
| 27       | 4 PAD.    | NOTEPAD, (2 X 3)                               | _____      | _____        |
| 28       | 4 PAD     | NOTEPAD, (3 X 3)                               | _____      | _____        |
| 29       | 2 PC.     | NOTEPADS, 3 X 5                                | _____      | _____        |
| 30       | 4 RM      | PAPER BOOK A4                                  | _____      | _____        |
| 31       | 1 BOX     | PAPER CLAMP #4                                 | _____      | _____        |
| 32       | 5 BOX     | PAPER CLIP, BACKFOLD 2"                        | _____      | _____        |
| 33       | 1 RM      | PAPER MIMEO,WW SHORT                           | _____      | _____        |
| 34       | 236 RM    | PAPER MULTICOPY LEGAL FOR LASER/INKJET PRINTER | _____      | _____        |
| 35       | 2 PAD     | PAPER, YELLOW (PAD)                            | _____      | _____        |
| 36       | 2 PC.     | PEN, SIGNING - BLACK, 0.5                      | _____      | _____        |

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|----------|-----------|---|------------|--------------|
|          |           |   | Unit Price | Total Amount |
| 37       | 10 PC.    | PENCIL, #2                                    | _____      | _____        |
| 38       | 2 PC      | PENTEL PEN - BLACK & BLUE                     | _____      | _____        |
| 39       | 1 PACK    | PHOTO PAPER, LONG (20PCS./PACK)               | _____      | _____        |
| 40       | 2 PC.     | PUNCHER, HEAVY DUTY                           | _____      | _____        |
| 41       | 24 PC.    | REFILL, BP-145-F-B BALLPOINT, BLACK & BLUE    | _____      | _____        |
| 42       | 27 PC     | SIGN PEN -0.7MM BALL NEEDLE POINT (BLUE)      | _____      | _____        |
| 43       | 4 BOT     | STAMP PAD INK - VIOLET                        | _____      | _____        |
| 44       | 2 PC      | STAMPING PAD 3 1/3X5 1/2                      | _____      | _____        |
| 45       | 16 BOX    | STAPLE WIRE NO. 35                            | _____      | _____        |
| 46       | 2 PC      | STAPLER HD-50/50R WITH REMOVER (GOOD QUALITY) | _____      | _____        |
| 47       | 2 PACK    | STOCKCARD                                     | _____      | _____        |
| 48       | 2 PC      | TAPE DISPENSER                                | _____      | _____        |
| 49       | 2 PC      | TAPE DISPENSER - HEAVY DUTY                   | _____      | _____        |
| 50       | 2 ROLL    | TAPE DOUBLE SIDED                             | _____      | _____        |
| 51       | 7 ROLL.   | TAPE MASKING 24MM 1" WIDTH                    | _____      | _____        |
| 52       | 5 ROLL.   | TAPE, MASKING 2"                              | _____      | _____        |
| 53       | 5 ROLL    | TAPE, PACKAGING 2"                            | _____      | _____        |
| 54       | 5 ROLL    | TAPE, SCOTCH 2"                               | _____      | _____        |

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|----------|-----------|---|------------|--------------|
|          |           |   | Unit Price | Total Amount |
| 55       | 12 ROLL   | TAPE, SCOTCH 1"                                     | _____      | _____        |
| 56       | 10 BOT.   | TOILET BOWL & URINAL CLEANER BACTERICIDAL, 900 ML   | _____      | _____        |
| 57       | 2 PC      | TONER, TN 1000 FOR BROTHER - ORIGINAL               | _____      | _____        |
| 58       | 2 BOT.    | UNIVERSAL INK BOTTLE (BLACK)                        | _____      | _____        |
| 59       | 1 BOT     | UNIVERSAL INK BOTTLE (CYAN)                         | _____      | _____        |
| 60       | 1 BOT.    | UNIVERSAL INK BOTTLE (MAGENTA)                      | _____      | _____        |
| 61       | 1 BOT     | UNIVERSAL INK BOTTLE (YELLOW)                       | _____      | _____        |
| 63       | 3 KG.     | RUBBER BAND   | _____      | _____        |
| 64       | 5 PACK    | BAG SANDO, LARGE 100'S                              | _____      | _____        |
| 65       | 3 PACK    | BAG SANDO, X-LARGE 100'S                            | _____      | _____        |
| 66       | 2 BOT.    | CAR WAX SPRAY                                       | _____      | _____        |
| 67       | 4 PC.     | CHAMOIS   | _____      | _____        |
| 68       | 2 CAN     | DISINFECTANT SPRAY (KILL FLU VIRUS, CITRUS MEADOWS) | _____      | _____        |
| 69       | 1 PC.     | DOOR MAT/RUBBER                                     | _____      | _____        |
| 70       | 1 PC.     | DOOR MAT CLOTH, STANDARD SIZE                       | _____      | _____        |
| 71       | 6 BOX.    | EARLOOP FACE MASK (50PCS./BOX)                      | _____      | _____        |
| 72       | 5 CAN     | FRESHENER, CAR-CLINIQUE HAPPY OR MARINE SQUASH      | _____      | _____        |
| 73       | 16 PCS    | FRESHENER, AIR 320ML.-ORANGE SCENT                  | _____      | _____        |

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|----------|-----------|---|------------|--------------|
|          |           |   | Unit Price | Total Amount |
| 74       | 5 PC      | HAND SPRAY  | _____      | _____        |
| 75       | 6 PAIR    | LAUNDRY GLOVES 15 INCHES LONG                     | _____      | _____        |
| 76       | 67 ROLL   | PAPER, TISSUE,3 PLY                               | _____      | _____        |
| 77       | 2 PC      | SIGNAGE (WET FLOOR)                               | _____      | _____        |
| 78       | 4 KL.     | SUPER WHITE                                       | _____      | _____        |
| 79       | 15 PC.    | BROOM SOFT,TAMBO,WOODEN OR RATTAN HANDLE          | _____      | _____        |
| 80       | 2 GAL.    | CHLOROX   | _____      | _____        |
| 81       | 60 PACK   | DETERGENT POWDER 500 GMS.                         | _____      | _____        |
| 82       | 3 KG.     | DISHWASHING PASTE (JUMBO SIZE)                    | _____      | _____        |
| 83       | 6 PC.     | DUST PAN,PLASTIC W/ HANDLE, LARGE                 | _____      | _____        |
| 84       | 5 PC.     | FRESHENER, TOILET GEL                             | _____      | _____        |
| 85       | 7 CAN     | FURNITURE CLEANER AEROSOL TYPE. 280ML             | _____      | _____        |
| 86       | 10 GAL.   | LIQUID DETERGENT,MULTIGRADE                       | _____      | _____        |
| 87       | 6 PC.     | MOP HANDLE,STEEL W/ PLASTIC HEAD                  | _____      | _____        |
| 88       | 10 PC.    | MOP HEAD (RAYON) # 500                            | _____      | _____        |
| 89       | 200 BUND  | POLYETHELEN PLASTIC QUICKIE BAG 43X50,BLACK       | _____      | _____        |
| 90       | 175 BUND  | POLYETHYLENE PLASTIC QUICLIE TRASH BAG 43"X50" ,G | _____      | _____        |
| 91       | 175 BUND  | POLYETHYLENE PLASTIC QUICLIE TRASH BAG 43"X50" ,Y | _____      | _____        |

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|          |           |  | Unit Price | Total Amount |
| 92       | 7 PC.     | SPONGE   | _____      | _____        |
| 93       | 70 PC.    | TOILET DEODORANT CAKE 50 GRAMS                 | _____      | _____        |
| 94       | 16 LITER  | TOILET THICK DISINFECTANT CLEANER              | _____      | _____        |
| 95       | 13 PC.    | CONSTRUCTION GLOVES (COTTON W/ RUBBER ON PALM) | _____      | _____        |
| 96       | 4 PC      | TRASH CAN W/ PEDAL HEIGHT 12"                  | _____      | _____        |
| 97       | 2 PC      | WINDOW CLEANER, TOOL                           | _____      | _____        |

\* \* \* 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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