

Solicitation No. PMO-09-016

PRIVATIZATION AND MANAGEMENT OFFICE

104 Gamboa St., Legaspi Village, Makati City

www.pmo.gov.ph

REQUEST FOR QUOTATION (RFQ)

April 02, 2009

Gentlemen:

Please quote your lowest price(s) on the item(s) listed below and submit your quotation through fax at **894-2205** directly to the Head/General Services or thru the authorized canvasser of this department on or before **April 13, 2009 at 10:00AM.**

The contract will be awarded to qualified bidders whose bid proposal appear to be the most advantageous and responsive to the Privatization and Management Office (PMO), in accordance with its judgment and discretion, but not in no way bound to accept the lowest bid or any bid proposal which in its judgment are, in the ultimate analysis, not advantageous to the government. PMO reserves the right to reject any or all bids.

Very truly yours,

JOSEPHINE B. RABUYA
Head, General Office Services

TERMS OF PAYMENT: Fifteen (15) to thirty (30) days upon receipt and acceptance.

APPROVED BUDGET: Listed Below by Lot

Qty.	Unit	PARTICULARS	Unit Price	Total Price
		LOT A - P20,500.00		
20	REAM	COLORED PAPER, GREEN, SUBS.20 500 PCS./REAM 80GSM		
20	REAM	COLORED PAPER, PINK, SUBS.20 500 PCS./REAM 80GSM		
20	REAM	COLORED PAPER, YELLOW, SUBS.20 500 PCS./REAM 80GSM		
50	REAM	COPY PAPER, SHORT, 8 1/2" X 11", SUBS 20, 500 PER REAM		
		LOT B - P42,200.00		
100	PC.	BALLPEN, BLACK		
100	PC.	BALLPEN, BLUE		
30	PC.	BALLPEN, GREEN		
50	PC.	BALLPEN, RED		
60	PC.	BALLPEN, VIOLET		
20	PC.	CORRECTION PEN		
1000	PC.	FOLDER GREEN LONG US		
500	PC.	FOLDER GREEN SHORT US		
100	BOX	PAPER CLIP, SMALL		
6	DOZEN	PENCIL, MONGOL, NO. 1		

5	PC.	RIBBON, CORRECTIVE, IBM # 1299095		
15	PC.	RINGBINDER 9/16		
15	PC.	RINGBINDER 7/8		
50	PC.	SIGN PEN, BLACK (pilot)		
50	PC.	SIGN PEN, BLUE (pilot)		
24	PC.	SIGN PEN GREEN (pilot)		
50	PC.	SIGN PEN, VIOLET (my gel)		
50	BOX	STICK RITE		
		LOT C - P2,100.00		
4	PC.	CARBON RIBBON FABRIC FOR OLYMPIA CARRERA DE LUXE		
		LOT D - P5,600.00		
5	ROLL	INK FILM MULTI FUNCTION PLAIN PAPER FAX		

NOTE: Please submit your quotations on per lot basis.

Signature : _____
Name of Supplier : _____
Designation : _____
Company : _____
Contact No. : _____

*DIRECT LINE: 894-2205 ** FAX: 818-4591*