



"Beyond Providing Water..."

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**REQUEST FOR QUOTATION**

Date: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Sir,

Please quote your price at the spaces hereunder corresponding to the articles called for under **Purchase Request No. 2023-10-0263** dated **October 9, 2023** to be delivered at SFWD Office within **7 calendar days from the receipt of Purchase Order.**

  
**IVY P. DOLIGUEZ**  
BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	3	BOTTLE	GLUE 1 LITER/BOLLTLE		
2	1	PIECE	DATER/DATE STAMP		
3	5	BOTTLE	GLUE 240 GRAMS PER BOTTLE		
4	10	PAD	STICKY NOTES (FLUORESCENT PAD WITH NOTE: SIGN HERE)		
5	10	PAD	STICKY NOTES (TAPLE FLAGS 20 SHEETS)		
6	1	BOTTLE	BINDER SIZE:15MM (60 PCS/BOTTLE)		
7	1	BOTTLE	PUSH PIN		
8	10	BOX	STAPLE WIRE NO. 35		
9	1	PIECE	PUNCHER HEAVY DUTY		
10	3	PIECE	SHARPENER		
11	1	BOX	SIGNPEN 0.03		
12	1	BOX	PENCIL		
13	3	PIECE	COIN TRAY/COIN HOLDER		
14	3	ROLL	BINDING TAPE 2" GREEN		
15	20	PIECE	GEL TYPE PEN 0.07		
16	2	BOX	BOND PAPER SUB 20 SHORT		
17	1	BOX	BOND PAPER SUB 20 A4		
<b>TOTAL</b>					





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BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
<b>TOTAL</b>					

I HEREBY CERTIFY that the above-listed articles are actually carried on stock by me and that the prices quoted are hereby specified. The terms and conditions of this call are hereby accepted. Time for delivery / pick up is within \_\_\_\_\_ ( ) calendar days from receipt of the Purchase Order.

  
JESSICA R. NARIT  
Canvasser

\_\_\_\_\_  
**NAME & SIGNATURE OF BIDDER/DEALER**  
\_\_\_\_\_  
Nationality