



"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. 2024-09-0269** dated **August 21, 2024** to be delivered at SFWD Office within **15 calendar days** from the receipt of Purchase Order.


RUBEN M. JARABATA JR.
BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	5	box	Ballpen, 12pcs/box		
2	2	pcs	Stapler, No.35, Heavy Duty		
3	4	pcs	Calculator, 12 digits		
4	1	pc	File tray, 4 layers		
5	1	pc	Tape Dispenser, Heavy Duty		
6	10	pc	Masking Tape, 2"		
7	10	pc	Masking Tape, 1"		
8	10	pc	Masking Tape, 1/2"		
9	5	pc	Scotch Tape, 1"		
10	3	pc	Double Sided Tape, 1"		
11	12	ream	Bondpaper, Long, Sub 20		
12	10	ream	Bondpaper, A4, Sub 20		
13	10	ream	Bondpaper, Short, Sub 20		
14	2	pc	Stamp Pad, No. 2		
15	10	pc	Sticky Note, 3x3"		
16	10	pc	Sticky Note, 2x3"		
17	10	pc	Sticky Note with Sign Here		
18	1	pc	Ink for Pilot Pentel Pen		
19	2	pk	Glossy Photopaper, A4 size, 20pcs/pk		
20	2	pk	Sticker Paper, Size 8.5x13, 10pcs/pk		
21	3	box	Rubber Band, 350g/box		
22	10	pc	Correction Tape		
23	10	pc	Ring Binder, Hard Cover, Long		
TOTAL					



"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. 2024-09-0269** dated **August 21, 2024** to be delivered at SFWD Office within **15 calendar days** from the receipt of Purchase Order.


RUBEN M. JARABATA JR.
BAC Chairperson

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
24	30	pc	Brown Envelope, Long		
25	30	pc	Brown Envelope, Short		
26	2	pc	White Board Eraser		
27	3	pc	White Board Marker		
28	3	pc	Scissors Big, Heavy Duty		
29	1	pc	Puncher, 2 hole punch		
30	1	pc	Dater, 2024 onwards (Month, Date, Year)		
TOTAL					

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.


URBIE P. BORRROMEO

Canvasser

NAME & SIGNATURE OF BIDDER/DEALER

Nationality