

# PRICE QUOTATION FORM

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Date

## THE BIDS AND AWARDS COMMITTEE

**Procurement Service Unit**

**Kalinga State University**

Purok 6, Bulanao, Tabuk City, Kalinga

**Sir/Madam:**

After carefully having read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotations for the items as follows:

Name of Contract : **Purchase of Office Supplies and Equipment for Research and Extension Use**

Location of Contract: **Kalinga State University – Main Campus, Purok 6, Bulanao, Tabuk City, Kalinga**

Approved Budget for the Contract: **Php 553,600.00**

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
			<b>OFFICE SUPPLIES AND CONSUMABLES</b>		
1	3	pack	FOLDER, TAGBOARD, for legal size documents ,100 pieces/ pack		
2	18	sets	INK CART, for Epson L-series Printers		
3	100	reams	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm (Legal)		
			<b>OFFICE MATERIALS AND EQUIPMENT</b>		
4	1	unit	<b>CABINET</b> , Wood, L4"x H4"x W20"		
5	9	units	<b>CAMERA</b> , Digital, 21.1 Megapixel, Rechargeable Battery Pack, AC Adaptor, Micro USB cable, Shoulder Strap; SHOOTING FUNCTIONS: Face Detection; Grid Line; Smile Shutter; Digital Level Gauge		
6	18	units	<b>NETBOOK LAPTOP</b> , Minimum Specifications are the following: Processor: 2.00GHz; Operating system: 64bit Windows 7; Screen: 11.6 inch diagonal, 1366 x 768 pixels; RAM: 2 GB; 500Gb hard diagonal; 2 USB 2 ports, 1 USB 3 port; HDMI port; SD card reader; Gigabit Ethernet port; Full sized keyboard; Dimensions: 288m wide, 210mm deep, 21.2mm thick at the thickest point; Weight: 1.3Kg; Additional software: Microsoft and Anti-virus		
7	18	units	<b>PRINTER</b> , All-in-One Ink Tank, up to 33ppm print speed, up to 5760 dpi x 1440 dpi Print Resolution, Warranty of 2 years or 30,000 pages whichever comes first		
8	5	units	<b>SENIOR EXECUTIVE CHAIR</b> , high back with tilting and reclining backrest, gas lifts swivel base and leather finish, color: black		
<b>TOTAL AMOUNT (Php)</b>					

AMOUNT IN WORDS: \_\_\_\_\_

The above-quoted price are inclusive of all cost and applicable taxes and fees.

Very truly yours,

Name & Signature of Supplier: \_\_\_\_\_

Name of Business Firm: \_\_\_\_\_

TIN No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_