

## REQUEST FOR QUOTATION

Date: 11/22

JNJM VARIETY SHOP  
STO. Nino, LUBAO, PAMPANGA

Gentlemen:

Please quote your lowest net price, taxes included, on each of the following articles.

ITEM	UNIT	QTY.	COMMODITY & DESCRIPTION	UNIT PRICE	AMOUNT
1	Pack	15	Battery, dry cell, AAA		
2	Packs	25	Battery, dry cell, AA		
3	Piece	30	Clearbook, A4 size		
4	Piece	30	Clearbook, Legal size		
5	Box	25	Clip, backfold, 32mm		
6	Piece	20	Correction Tape		
7	Piece	10	Cutter/Utility Knife, for general purpose		
8	Box	3	Envelope, Documentary, A4 (500pcs)		
9	Box	3	Envelope, Documentary, Legal (500pcs)		
10	Piece	2	Envelope, expanding, plastic		
11	box	6	Envelope, Mailing (500 pcs/box 70gsm)		
12	Piece	30	Eraser, Plastic/Rubber (big)		
13	Box	15	Fastener, plastic metal 70 mm		
14	Piece	30	Flash Drive, 16 GB Capacity		
15	Pack	10	Folder A4 100pcs		
16	Pack	10	Folder Legal 100 pcs		
17	Jar	10	Glue, all purpose   (Elmer)		
18	Box	40	Ink Epson 003BK		
19	Box	25	Ink Epson 003M		
20	Box	25	Ink Epson 003C		
21	Box	25	Ink Epson 003Y		
22	Piece	5	Magazine File Box (large)		
23	Piece	30	Marker, Flourescent		
24	Piece	15	Marker, Permanent , Black		
25	Piece	15	Marker, Whiteboard, Black		
26	Pad	25	Note Pad, stick on, 3" x 3"		
27	Pack	20	PhotoPaper Matte		
28	Pad	25	Note Pad, stick on, 76mm x 100mm (3"x4)min		
29	Piece	40	Notebook, Stenographer		
30	Box	20	Paper Clip, vinyl/plastic coated, 33mm		
31	Box	20	Paper Clip, vinyl/plastic coated, jumbo, 50mm		
32	Ream	55	Paper, Advanced Hard Copy (70gsm) A4 size		
33	Ream	55	Paper, Advanced Hard Copy (80gsm) Long		
34	piece	6	Data File Box		
35	Box	15	Pencil, lead with eraser (Monggol)		
36	Book	20	Record Book, 300 pages		
			<b>TOTAL</b>		

The prices quoted herein be delivered to the office of the Municipal Mayor, Lubao, Pampanga \_\_\_\_\_ days after serving the award

Very truly yours,

RUSSELITO B. JIMENEZ  
Canvasser

To the Municipal Mayor  
Lubao, Pampanga

Our quotation is indicated opposite each articles indicated above

*Handwritten signature*