

REQUEST FOR QUOTATION

Date: _____

Gentlemen:

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

ITEM	UNIT	QTY.	COMMODITY & DESCRIPTION	UNIT PRICE	AMOUNT
1	ROLL	3	ACETATE		
2	CAN	16	AIR FRESHENER		
3	REAM	40	MIMEO BOND PAPER A4		
4	REAM	45	MIMEO BOND PAPER LEGAL		
5	PIECE	30	DATA FILE BOX		
6	TUBE	5	CUTTER BLADE		
7	BOX	5	CARBON FILM		
8	BOX	20	ENVELOPE MAILING SHORT		
9	BOX	20	ENVELOPE MAILING LONG		
10	BOX	2	FOLDER PRESSBOARD		
11	JAR	4	ALL PURPOSE GLUE		
12	CART	10	INK CART, T6641 BLACK		
13	CART	6	INK CART, T6642 CYAN		
14	CART	6	INK CART, T6643, MAGENTA		
15	CART	6	INK CART, T6644, YELLOW		
16	SET	4	MARKER, FLUORESCENT		
17	PAD	12	NOTE PAD, STICK ON 3" x 3"		
18	PAD	12	NOTE PAD, STICK ON 3" x 4"		
19	BOX	12	PAPER CLIP, 50mm		
20	BOX	4	PENCIL WITH ERASER		
21	PIECE	20	RECORD BOOK 300 PAGES		
22	PIECE	20	RECORD BOOK 500 PAGES		
23	BUNDLE	10	RING BINDER, PLASTIC 32mm		
24	BOX	5	RUBBER BAND, NO. 18		
25	PIECE	36	SIGNPEN, BLACK		
26	PIECE	24	SIGNPEN, BLUE		
27	PIECE	23	CORRECTION TAPE		
28	PIECE	12	CUTTER KNIFE		
29	REAM	40	BOND PAPER A4		
30	REAM	45	BOND PAPER LEGAL		
31	BOX	7	FASTENER		
32	PIECE	25	CLEARBOOK LEGAL		
33	PACK	24	TOILET TISSUE		
34	PACK	30	BATTERY AA		
35	PACK	30	BATTERY AAA		
36	PIECE	10	MOPHEAD		
			TOTAL		

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

Signature of Dealer

Printed Name