

Republic of the Philippines  
City of Canlaon  
BIDS AND AWARDS COMMITTEE

Control No.:     #1    

## BID FORM

NAME OF PROJECT: Procurement of Office Supplies and Equipment  
Agency: City Mayor's Office, Canlaon City

### BILL OF QUANTITIES

| Stock No. | Quantity | UNIT   | ITEM DESCRIPTION                              | Unit Cost | Total Cost |
|-----------|----------|--------|---|-----------|------------|
| 1         | 6        | pc     | SSD, 128GB                                    |           |            |
| 2         | 2        | box    | Ball pen, 50s                                 |           |            |
| 3         | 3        | box    | Ball Pen, fine 0.5 (mm), black                |           |            |
| 4         | 20       | ream   | Bond Paper, gsm 100, short                    |           |            |
| 5         | 20       | ream   | Bond Paper, gsm 80, A4                        |           |            |
| 6         | 20       | ream   | Bond Paper, gsm 80, long                      |           |            |
| 7         | 10       | ream   | Bond Paper, gsm 80, short                     |           |            |
| 8         | 10       | ream   | Bond Paper, legal, gsm 100                    |           |            |
| 9         | 50       | pack   | Special Paper Board, 200 GSM, long            |           |            |
| 10        | 50       | pack   | Special Paper Board, 200 GSM, short           |           |            |
| 11        | 4        | pc     | Rechargeble Battery, Sony Camera              |           |            |
| 12        | 4        | set    | Continous Ink, Epson printer                  |           |            |
| 13        | 4        | set    | Continous Ink, brother printer                |           |            |
| 14        | 20       | pc     | Correction Pen                                |           |            |
| 15        | 50       | pack   | Special Paper, GSM 100, long                  |           |            |
| 16        | 50       | pack   | Special Paper, GSM 100, short                 |           |            |
| 17        | 6        | pc     | Heavy Duty Microphone                         |           |            |
| 18        | 6        | length | Microphone Extension Wire, 25cm               |           |            |
| 19        | 100      | pc     | Envelope, Brown, long                         |           |            |
| 20        | 100      | pc     | Envelope, Brown, short                        |           |            |
| 21        | 100      | pc     | Folder, expended green, legal size w/o tab    |           |            |
| 22        | 1        | box    | White Board Pen, black                        |           |            |
| 23        | 1        | box    | White Board Pen, blue                         |           |            |
| 24        | 4        | unit   | Steel Cabinet, Heavy Duty, 2 drawers          |           |            |
| 25        | 12       | ream   | Paper, Multi-Purpose Color, long, all colors  |           |            |
| 26        | 1        | box    | Paper Clip, backfold, 50mm                    |           |            |
| 27        | 24       | ream   | Paper, Multi-Purpose Color, short, all colors |           |            |
| 28        | 10       | box    | PVC Cover, long                               |           |            |
| 29        | 1        | pc     | Battery Charger, Sony Camera                  |           |            |
| 30        | 2        | unit   | Battery with CIS                              |           |            |
| 31        | 50       | unit   | Chair, plastic heavy duty                     |           |            |
| 32        | 8        | pc     | Table, Portable, 8-seater                     |           |            |

Republic of the Philippines  
City of Canlaon  
BIDS AND AWARDS COMMITTEE

Control No.:     #1    

## BID FORM

NAME OF PROJECT: Procurement of Office Supplies and Equipment  
Agency: City Mayor's Office, Canlaon City

### BILL OF QUANTITIES

| Stock No. | Quantity | UNIT | ITEM DESCRIPTION | Unit Cost | Total Cost |
|-----------|----------|------|------------------|-----------|------------|
|           |          |      | TOTAL            |           |            |

and Model: \_\_\_\_\_ Delivery Period: \_\_\_\_\_ Warranty: \_\_\_\_\_

After having carefully read & accepted your General Conditions. I/We quote on the item/s price/s noted above.

TOTAL BID PRICE (In Words) \_\_\_\_\_  
\_\_\_\_\_

BID SECURITY: \_\_\_\_\_

AMOUNT: \_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Bidder/Supplier  
Date: \_\_\_\_\_