



REPUBLIC OF THE PHILIPPINES  
**CLARK INTERNATIONAL AIRPORT CORPORATION**

**PROCUREMENT DEPARTMENT**

Corporate Office Bldg., Clark Civil Aviation Complex, Clark Freeport Zone, Pampanga

Telefax Nos.: (045) 599-2888, loc. 710, 711

**REQUEST FOR QUOTATION**

Gentlemen:

Please quote below your lowest price(s) for the following item(s) and return this form in a sealed envelope to Procurement Division not later than \_\_\_\_\_

It is understood that:

1. Your quoted price(s) are good up to : \_\_\_\_\_.
2. Items shall be delivered within \_\_\_\_\_ working days upon receipt of the Purchase Order.
3. Payment to be made within \_\_\_\_\_ calendar days upon completion of delivery.
4. The following Documentary Requirements shall be submitted to the Procurement Department prior to payment: (depending on the Mode of Procurement).
5. CIAC reserves the right to reject any or all items not in accordance with the specifications.

**NO VAT SHALL BE IMPUTED ON THE COST OF THE  
 ITEMS PER BIR RULING # 048-95**

Very truly yours,  
 CLARK INTERNATIONAL AIRPORT CORPORATION

\_\_\_\_\_  
 CANVASSER

Note: No erasures allowed.

Item	Qty	Unit	Articles/Descriptions	Unit Cost	Total Amount
1	50	pack	BATTERY, Alkaline, AA ( 2 pcs per pack)		
2	50	pack	BATTERY, Alkaline AAA (2 pcs per pack)		
3	10	pack	Photo Paper, Photoquality, 102gsm		
4	150	ream	PAPER, PPC / Book / Multicopy, A4, 70gsm		
5	50	pack	PAPER, Linen / Parchment, A4		
6	20	pc	BINDER, 3-ring, Portrait ( for corsec use)		
7	20	pc	BINDER, Document File (Archfile), Landscape, 3" x 9" x 15"		
8	10	pc	BINDER, Document File (Archfile), Portrait, 3" x 14" x 11"		
9	5	pc	CUTTER, Heavy Duty		
10	20	pc	DATA FILE BOX, File Holder, 9" x 15" x 14"		
11	200	pc	FOLDER, Expanding, Pressboard, Long, Green		
12	5	pc	STAPLER, w/ staple wire remover, Max		
13	30	pc	STORAGE BOX, 12" x 10" x 15"		
14	30	box	BINDER CLIPS, Double Clips, Backfold, 3/4" (18mm), Black		
15	30	box	BINDER CLIPS, Double Clips, Backfold, 1" (24mm), Black		
16	20	box	BINDER CLIPS, Double Clips, Backfold, 1-1/4" (32mm), Black		
17	300	pc	EXPANDING ENVELOPE, w/ garter		
18	60	pc	MARKING PEN, Permanent, Black		
19	60	pc	MARKING PEN, Permanent, Blue		
20	60	pc	MARKING PEN, Whiteboard, Black		
21	60	pc	MARKING PEN, Whiteboard, Blue		
22	24	pc	MARKING PEN, Whiteboard, Red		
23	24	pad	NOTE PAD, Post-It, 3x3		
24	24	pad	NOTE PAD, Post-It, 3x4		
25	20	box	PAPER CLIPS, Vinyl coated, 48mm (Jumbo)		
26	20	pc	RECORD BOOK, 500pp, 8" X 11"		
27	50	roll	RING BINDER, 3/4" x 44" (19mm x 1.2m) M		
28	120	pc	SIGN PEN, Red, 0.5		
29	20	pc	STICKER PAPER, White, A4		
30	50	roll	TAPE, Transparent / Scotch, 1" (24mm)		
31	30	pad	POST IT , Notepad Arrow		
32	50	pc	Correction Tape		
			***nothing follows***		
			1stq 2020 Consumables		

Date: \_\_\_\_\_

Name/Designation : \_\_\_\_\_

Signature : \_\_\_\_\_  
Name of Company : \_\_\_\_\_  
Address & Tel. No. : \_\_\_\_\_