



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OF BAGUIO CITY
 JOSEFA CARIÑO ELEMENTARY SCHOOL
 F. YANDOC ST., BAGUIO CITY

REQUEST FOR QUOTATION

Company/Supplier/Store:
 Address:
 Telephone No.:
 e-Mail:
 TIN:

PR No.: 2021-08-012
 Quotation No.: 2021-08-029
 Date: August 19, 2021
 ABC: **Php. 107,402.80**

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than August 23, 2021.

CHARITO T. FERNANDEZ
 Chairperson, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement (for ABC above 50K)
4. Income/Business Tax Return (for ABC above 500K)

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of ____ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	3	Pck	Folder, Tagboard, Legal size, with tab, 100pcs/pck		
2	65	Pcs	Correction tape; 5mm x 10m		
3	65	Box	Staple Wire; Standard Type		
4	47	Pcs	Stapler; Standard type		
5	65	Box	Clip, Backfold, 19mm		
6	65	Box	Clip, Backfold, 25mm		
7	31	Pck	Special Paper, Assorted		
8	11	Bottle	Ink Refill; Epson L3110, Black		
9	8	Bottle	Ink Refill; Epson L3110, Colored		
10	11	Bottle	Ink Refill; Epson L360, Black		
11	8	Bottle	Ink Refill; Epson L360, Colored		
12	60	Pcs	Flash Drive; 32 gb		
13	10	Box	Staple Wire; Heavy Duty		
14	103	Pcs	Ballpen Point C x 5.05, black (pilot)		
15	27	ream	Bondpaper (A4) paper multi-purpose copy; 210 x 297mm, 70gsm		
16	10	Pcs	Philippine Flag 100% Plyester		
17	16	Gal.	Bleach; 500ml – 3875ml		





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18	65	Box	Disposable Protective Mask; 17.5 x 9.5cm, 50pcs/box		
19	66	Bottle	Alcohol, 70%, 500ml		
20	66	Pcs	Face Shield, Direct Splash Protection		
21	65	pck	Toilet Tissue Paper, 2ply, 100% Recycled		
22	2	Pcs	Two-Hole puncher, Big, Heavy duty		
23	70	Roll	Tape, Masking, width:48mm		
24	12	Pcs	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip		
25	12	Pcs	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip		
26	70	Roll	Tape, Transparent, 48mm		
27	70	Roll	Tape, Transparent, 24mm		
28	10	Pcs	Scissor, big		
29	20	Pcs	Plastic Ring Binder, 51mm		
30	10	Pcs	Plastic Ring Binder, 25mm		
31	10	Pcs	Plastic Ring Binder, 12mm		
32	4	Set	Office Paper File Tray, 3 to 4 tiers'		
33	14	Pck	Index Sticky Notes		
34	14	Pad	Post-it Pads, 3" x 3" / 2" x 3		
35	13	Pcs	File box, Single		
36	5	Gallon	Muriatic Acid		
37	20	Pck	Battery, dry cell, AAA, 2 pieces blister pack		
38	34	Roll	Trash bag, Plastic, Gusseted Type, Black		
39	1	unit	All-in-One ink tank Printer; PRINT, SCAN and COPY-COMPACT integrated tank design -High yield ink bottles (black ink: 4,500 pages, color:7,500) -Spill-Free, error-free refilling -Borderless printing up to 4R		
... NOTHING FOLLOWS...					
				TOTAL	

Purpose: for INSET Materials SY 2020 – 2021

For School, Office and Other Supplies (MOOE Fund) SY 2020 - 2021

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Signature over Printed Name

Tin

Canvassed by: _____

JOSEFA CARIÑO ELEMENTARY SCHOOL
 ADDRESS: F. YANDOC ST., BAGUIO CITY
 TELEPHONE NUMBER: (074) 442 - 3149
 EMAIL ADDRESS: josefacarinoelemschool@gmail.com

