



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Schools Division Office of Baguio City

REQUEST FOR QUOTATION

Standard Form No. SF-GOOD-60
 Revised on May 24, 2004
 Standard Form Title: Request for Quotation

Supplier: _____ Requesting Unit: **Loakan Elementary School**
 Address: _____ PR No.: 2022-10-048
 Telephone No.: _____ Quotation No.: 2022-10-048
 E-Mail: _____ Date: October 11, 2022
 Date Received by the Supplier: _____ **ABC: Php 378,000.00**

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 **October 17, 2022.**

POSTED IN PHILGEP

MELANIE B. BUEN
 Chairman, BAC

REQUIREMENTS:

1. Mayor's / Business Permit
2. PhilGEPS Registration number or certificate
3. Income Tax
4. Omnibus Sworn Statement

Note:

- ✓ Submit RFQ together with requirements.
- ✓ All entries must be type written or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within **7-14** Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1	3	piece	Laptop		
			Processor: # of cores: 4, # of threads: 8		
			Processor base frequency: 2GHz		
			Burst Frequency: 3.8 GHz		
			RAM: 4 GB		
			SSD: 256 GB SSD		
			Display: 14"-15.6"; Camera: built-in; Connectivity: Wifi & Bluetooth		
			With Charger		
			Warranty: 1 year		
			**Operating system: for the purpose of testing hardware functionality, supplier must install windows 11 pro trial or not activated version downloaded from official website of Microsoft		
2	26	piece	Printer - print, scan, copy		
			Compact intergrated tank design		
			Sencor type- CIS; Optical resolution- 600x1200 dpi		
			Maximum scan area: 216x297 mm		
			Printing speeds of up to 10.0 ipm for black-and-white, and 5.0 ipm for colour		
			Print yield up to 4,500 pages for black-and-white, and 7,500 pages for colour		
			Interface: USB		
			Consumables: black, cyan, magenta, yellow ink (code 003)		
			Rated Voltage: AC 220-240 V		
3	114	bottle	Ink for Epson printer, 003, Black		
4	15	bottle	Ink for Epson printer, 003, Cyan		
5	15	bottle	Ink for Epson printer, 003, Magenta		
6	15	bottle	Ink for Epson printer, 003, Yellow		
			*Ink must be genuine		

7	2	piece	Keyboard, US English layout, standard size		
8	1	piece	Wifi- router, TP-link, TL-WR844N, 300 mbps		
Items must be delivered at Loakan Elementary School					
				TOTAL:	-
Purpose: Semi-expendable machinery and equipment - ICT and Office supplies to be used by Loakan Elementary School personnel under BELCP Fund SY 2022-2023.					

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

Canvasser:

Signature over Printed Name

TIN (VAT/NON-VAT)

Date/ Telephone No.



School & School ID: Loakan Elementary School/ 136413

School Address: Loakan Proper, Baguio City

School e-mail address & contact no.: loakanes@gmail.com /09682759639