



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
REQUEST FOR QUOTATION

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

Supplier:
 Address:
 Telephone No.:
 e-Mail:
 Date received by the Supplier:

Requesting Unit: CID/J. Piok
 PR No.: 2023-04-087
 Quotation No.: 2023-05-092
 Date: May 2, 2023
 ABC: 66,572.50

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 May 8, 2023 9am.


JULIET C. SANNAD

Chief- Curriculum Implementation Division
 Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement if above 50,000.00

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 30 Calendar Days.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	6	Boxes	Sign pen (blue, water and fade proof, pigment ink, pin 08)		
2	90	Packs	Toilet tissue paper (rolls), 3-ply, 12s, 100% recycled		
3	60	Boxes	Facial tissue premium box, 3 ply 120 pulls, 200mmx200mm, 100% virgin pulp		
4	10	Packs	Trash bag (extra-large) 15x15x37, black, 100pcs/pack		
5	1	Piece	Heavy duty office paper shredder Office shredder Shreds continuously for 30 mins Separate CD bin design 8 sheets capacity (A4)		





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			On/Off forward auto reverse Energy saving technology power off after 30 minutes of no use Shred size: 2 x 12 mm Shred speed: 2.3m/min Duty cycle: 30 mins on, 40 mins off Basket volume: 22L Dimension: 35 x 26x 56.5 cm Net wt: 9kg Noise: 65dB		
6	11	Bottles	Ink Epson 3110 (003, black)		
7	11	Bottles	Ink Epson 3110 (003, magenta)		
8	11	Bottles	Ink Epson 3110 (003, cyan)		
9	11	Bottles	Ink Epson 3110 (003, yellow)		
10	65	Boxes	Binder clips, blue, backfold, 50MM, 12pcs per box		
11	65	Boxes	Binder clips, blue, backfold, 32MM, 12pcs per box		
12	80	Boxes	Binder clips, blue, backfold, 25MM, 12pcs per box		
13	80	Boxes	Binder clips, blue, backfold, 19MM, 12pcs per box		
14	10	Pieces	Scissors, symmetrical, blue		
15	6	Pieces	3 layer drawer storage organizer, fit up to long bond paper, A4, and legal size		
16	20	Bottles	Dishwashing detergent 495/500ml -liquid concentrate -scent: 10 lemon, 10 kalamansi -packaging type: plastic bottle		
				TOTAL	

Purpose: Procurement of various office supplies and materials for ALS operations

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

Date/Telephone No.

Canvassed by:



Address: 82 Military Cut-off Road, Baguio City
Telephone/Fax: (074) 442-4326 / (074) 442-7819 | Email: baguio.city@deped.gov.ph
Website: www.depedpines.com | Facebook Page: facebook.com/DepEdTayoBaguioCity

"DepEd SDO Baguio City:
*We Serve,
We Care.*"