



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.: 2023-06-130
Quotation No.: 2023-06-138
Date: June 21, 2023
ABC: 330,200.00

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 June 27, 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	500	Reams	Paper, multi-purpose A4 80 GSM (500 leaves per ream)		
2	300	Reams	Paper, multi-purpose Legal, 80 GSM (500 leaves per ream)		
3	5	Boxes	Brown envelope A4 500s		
4	5	Boxes	Brown envelope Long 500s		
5	98	Pads	Note pad, stick on note 3 colors fluorescent pad, 2.5cm x 7.5 cm/ removable notes 3 x 100 sheets		
6	99	Pads	Sticky notes film index sign here SG-152, color blue, green, pink, orange, yellow, dimension: 45.72mm x		



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:





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			12.7mm (1.8 x 0.5 inches): 125 sheets per pack, material: paper; weight: 20g		
7	98	Pads	Stick-on note pad, size 7 6x7 6cm 3"x3" / 100 sheets/pad, 30300, yellow color		
8	75	Boxes	Pencil, lead, with eraser, #2		
9	75	Books	Record book, 300 Pages		
10	100	Boxes	Paper clip, vinyl/plastic coated, 50mm		
11	100	Boxes	Paper clip, vinyl/plastic coated 33mm		
12	10	Bundle	Folder, A4 brown with white tab		
13	10	Bundle	Folder, long brown with white tab		
14	100	Pieces	File box (magazine holder stand) fits legal size		
15	6	Units	printer printer type: print, scan, copy; maximum print resolution: Up to 5760 x 1440 dpi optimized resolution on various paper types; ISO Print Speed: Black 10.5 ISO pm and color 5 ISO pmt: Print Speed: Black 33 pm and color 15 pmt: Minimum Ink Droplet Size: 3 picolitres; Copy Quantity: 1-20 copies (without PC): Maximum Copy Size: A4, letter, Scanner Type: Flatbed with color CIS; Optical Resolution:600 dpi; Hardware Resolution: 600 x1200 dpi; Maximum Resolution: 9600 x 9600 dpi; Color Bit Depth: 48 bits input, 24 bits output; Monochrome Bit Depth: 16 bits input, 1 bit You sent output; Grayscale Bit Depth: 16 bits input, 8 bits output; Scanner Features: Compatibility with TWAIN, WA, ICA Scan to PC (PDF and WSD); Maximum Scan Area: 8.5" x 11.7" (21.6 x 29.7 cm); Paper Sizes: 3,5 x 5", 4" x 6", 5" x 7", 8" x 10", oficio 9 (8,5" x 12,4"), ocio (8,4" x 13"), letter/8,5" x 11", A4/8,3" x 11.7		
16	4	Pieces	vertical tower extension power socket with overload protection, 3-layer 12 universal outlet plugs with 3 USB slot charger wire extension cord universal socket station		
17	10	Bottles	Ink Epson 3110 (003, black)		
18	10	Bottles	Ink Epson 3110 (003, magenta)		
19	10	Bottles	Ink Epson 3110 (003, cyan)		
20	10	Bottles	Ink Epson 3110 (003, yellow)		
					TOTAL
Purpose: Procurement of office supplies and semi expendable office equipment for the printing of gender responsive and K to 12 aligned locally developed ALS learning resources					





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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:



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*We Serve,
We Care.*"