



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
BAGUIO CENTRAL SCHOOL

MOOE Fund

REQUEST FOR QUOTATION

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

PR No.: 2024-02-005
 Quotation No.:2024-02-005
 Date: FEBRUARY 01, 2024
 ABC: Php **73,462.00**

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 February 5, 2024 2:00pm

POSTED IN PHILGEP'S

Carina
CARINA G. WALSIYEN
 Chairperson, Bids and Awards Committee

REQUIREMENTS:

- Mayor's / Business permit
- PhilGEPs registration number or certificate
- Omnibus Sworn Statement (for ABC above 50K)
- 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	25	roll	TAPE, transparent, 24mm		
2	16	roll	TAPE, transparent, 48 mm		
3	70	ream	PAPER, MULTIPURPOSE A4, 500 sheets per ream		
4	231	ream	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream		
5	5	bottle	EPSON INK, 008, Black		
6	3	bottle	EPSON INK, 008, Cyan		
7	3	bottle	EPSON INK, 008, Magenta		
8	3	bottle	EPSON INK, 008, Yellow		
9	3	piece	EPSON L15150, Maintenance Box		
10	2	ream	CERTIFICATE PAPER, A4, White, 100gsm, 100pcs per ream		
				TOTAL	

Purpose: Procurement of common office supplies for regular operations.

Additional Note: 1. Supplier shall deliver the items to the school within the delivery period.

2. Bidders may submit their quotations through email: baguiocentralschool@gmail.com

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

 Signature over Printed Name / Date

 Tin

 Tel. No./ Cellphone No.

Canvassed by:

 Canvasser