



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OF BAGUIO CITY
 DISTRICT VIII
PINSAO ELEMENTARY SCHOOL
 Pinsao Pilot Project, 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.: _____
 eMail: _____

PR No.: **2024-02-02**

Quotation No.: **2024-02-02**

Date: **February 26, 2024**

ABC: **₱234,075.00**

Date received by the Supplier: _____

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 March 1, 2024.

POSTED IN PHILGEPS

BEVERLY G. LENGWA

Chairperson, Bids and Awards Committee

REQUIREMENTS:

- Mayor's / Business Permit 2024
- PhilGEPS registration number or certificate

Note:

- Submit RFQ together with the requirements
- All entries must be typewritten or legibly written
- Delivery period within **5 Calendar Days**.
- Price validity shall be for a period of **30 Calendar Days**

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	pc	8	Battery, dry cell, size AA		
2	roll	60	Tape, masking, 24mm		
3	roll	30	Tape, transparent, 24mm		
4	roll	50	Tape, transparent, 48 mm		
5	pc	10	Manila paper		
6	box	1	Envelope, Expanding, Kraft, 100/box		
7	pack	1	Folder with tab, A4, 100 /pack		
8	pack	1	Folder with tab, legal, 100 /pack		
9	pack	1	Folder, expandable, legal, 100 /pack		
10	pc	20	Marker, permanent, black		
11	pc	15	Marker, permanent, blue		
12	pc	50	Marker, white board, black		
13	box	10	Marker, whiteboard, blue		
14	box	25	Paper clip, vinyl/plastic coated, 33mm		
15	box	25	Paper clip, vinyl/plastic coated, 50mm		
16	ream	160	Paper, multicopy A4, 70 GSM		
17	ream	160	Paper, multicopy, legal, 70 GSM		
18	box	8	Ballpen, Black		
19	box	3	Ballpen, Blue		
20	box	3	Ballpen, Red		
21	ream	20	Laminating Film, A4, 125 mic		
22	ream	20	Laminating Film, Legal, 125 mic		
23	bottle	6	Epson Ink, 664, Black		
24	bottle	6	Epson Ink, 664, Magenta		
25	bottle	6	Epson Ink, 664, Yellow		
26	bottle	6	Epson Ink, 664, Cyan		
27	bottle	30	Epson Ink, 003, Black		
28	bottle	30	Epson Ink, 003, Magenta		
29	bottle	30	Epson Ink, 003, Yellow		
30	bottle	30	Epson Ink, 003, Cyan		
31	bottle	2	Brother ink T720, Black		
32	bottle	1	Brother ink T720, Magenta		
33	bottle	1	Brother ink T720, Yellow		
34	bottle	1	Brother ink T720, Cyan		
35	pc	5	Clipboard, long		
36	pc	25	Correction tape		
37	roll	25	Double sided tape, 1"		
38	box	6	Fastener, plastic		
39	pc	25	Data file box organizer		
40	pc	2	Waste basket, big		
41	bottle	13	Glue, all-purpose, 130g		
42	pc	5	Puncher, paper, heavy duty		
43	pc	5	Record Book, 300 pages		

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
44	pc	5	Scissor, symmetrical, asymmetrical, big		
45	ream	20	Special paper, short, 180 GSM		
46	pc	30	Certificate holder		
47	pc	2	Stapler, long arm		
48	pc	10	Tape dispenser		
49	unit	1	Paper cutting machine/ Trimmer, table top		
50	pc	1	Laminating machine		
51	unit	1	Binding machine, heavy duty, 1.5" comb		
52	set	1	Smart LED TV, 50", w/ stand		
53	set	1	Vacuum cleaner for computers		
54	bottle	25	Alcohol, ethyl, 500ml		
55	pc	12	Broom (walis-tambo)		
56	pc	10	Broom (walis ting-ting)		
57	bottle	35	Cleaner, toilet & urinal		
58	pouch	20	Detergent Powder, all purpose, 1 kilo		
59	pc	10	Dust pan		
60	can	45	Floor wax, paste type, red, 450g		
61	pc	20	Foot rag		
62	kilo	5	Rags for cleaning		
63	pack	40	Trashbag, black, Large		
64	pack	60	Trashbag, black, XXLarge		
65	pack	30	Trashbag, medium		
66	pc	2	Wall clock		
67	pc	2	Internet N Router, 300 mbps on 2.4 GHZ, 2 Fixed Omni Directional Antennas, Ports: 1x10/100Mbps WAN Port, 4x10/100mbps LAN Ports, Dimensions: 7.2x5.0x1.4in, Wireless Adapter RJ45 Ethernet cable		
68	pc	3	Mop handle, heavy duty		
69	pc	3	Mop head, made of rayon		
70	pc	10	Philippine National Flag		
71	bottle	20	Diswashing liquid, 500ml		
72	box	20	Bathsoap, 85g		
73	gal	20	Clorox, bleach, 1L		
74	pack	10	Sanitary Napkin		
75	bottle	6	Toilet Deodorizer		
TOTAL					

Purpose: For the procurement of school supplies

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

Canvassed by:

Signature over Printed Name

TIN

Date



Address: Purok 3 Pinsao Pilot Project, Baguio City 2600

Telephone No: (074) 442-4039

Email Address: car@deped.gov.ph



DepEdTayo Pinsao ES



pinsaoelementary@gmail.com