



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.: 2024-07-027

Quotation No.: 2024-07-027

Date: July 01, 2024

ABC: Php **70,000.00**

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 **July 9, 2024 9am**

**POSTED IN PHILGEPS**

*CGM*  
**CARINA G. WALSIYEN**

Chairperson, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement (for ABC above 50K)
4. 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 on or before **JULY 25, 2024**.
- ✓ Price validity shall be for a period of **30 Calendar Days**.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	2	piece	Docucentre S2110 copier, Fuser Assembly		
2	4	piece	Docucentre S2110 copier, Drum Catridge		
<b>TOTAL</b>					

Purpose: Procurement of DocuCentre S2110 copier consumable supplies.

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](mailto: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