



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT I
 MANUEL L. QUEZON ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

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

Supplier: _____ Requesting Unit: Manuel L. Quezon ES
 Address: _____ PR No.: 2024-08-016
 Telephone No: _____ Quotation No.: 2024-08-014
 e-mail: _____ Date: August 2, 2024
 Date received by the Supplier: _____ ABC: ₱118,766.50

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 August 8, 2024 @ 9am.

POSTED IN PHILGEPS

NICO MEDES D. TABELIN
 Chairperson, Bids and Awards Committee

<p>REQUIREMENTS:</p> <ol style="list-style-type: none"> Mayor's/Business permit PhilGEPS registration number or certificate Omnibus Sworn Statement (for ABC above 50K) Income/Business Tax Return (for ABC above 500K) 	<p>Note:</p> <ul style="list-style-type: none"> ✓ Submit RFQ together with the requirements. ✓ All entries must be typewritten or legibly written. ✓ Delivery period within <u>3-10</u> Calendar Days. ✓ Price validity shall be for a period of <u>30</u> Calendar Days.
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

- **The bidder must bid for the entire one (1) lot.
- **All items must be delivered to the school.
- **Please indicate the brand of your offer.
- **For machines/equipment, please attach brochure/pictures.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	5	piece	DIPLOMA HOLDER, 9inch x 12inch, clear transparency, with flap to prevent certificate from falling off, with 2 hangers for portrait and landscape orientations, blue		
2	40	roll	DOUBLE SIDED TAPE, 1 inch		
3	13	pack	FOLDER, L-type, A4, clear, 50 piece/pack		



Address: Upper Session Road Extension, Baguio City
Telephone: (074) 422-7696
E-mail: 136414@deped.gov.ph
 DepEd Tayo Manuel L. Quezon ES



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT I
MANUEL L. QUEZON ELEMENTARY SCHOOL

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
4	20	bottle	GENUINE EPSON INK REFILL, 003, black		
5	12	bottle	GENUINE EPSON INK REFILL, 003, cyan		
6	12	bottle	GENUINE EPSON INK REFILL, 003, magenta		
7	12	bottle	GENUINE EPSON INK REFILL, 003, yellow		
8	5	bottle	GENUINE EPSON INK REFILL, 664, black		
9	2	bottle	GENUINE EPSON INK REFILL, 664, cyan		
10	2	bottle	GENUINE EPSON INK REFILL, 664, magenta		
11	2	bottle	GENUINE EPSON INK REFILL, 664, yellow		
12	4	bottle	GLUE, multipurpose, white, 130g		
13	50	piece	MANILA PAPER		
14	31	piece	MARKER, permanent, broad type, black		
15	31	piece	MARKER, permanent, broad type, blue		
16	6	piece	MARKER, whiteboard, bullet type, black		
17	6	piece	MARKER, whiteboard, bullet type, blue		
18	40	pad	NOTEPAD, stick on, 76mm x 100mm		
19	50	ream	PAPER, multipurpose, A4		
20	135	ream	PAPER, multipurpose, 8.5inch x 13inch		
21	50	piece	SIGN PEN, black ink, gel, 0.5mm, needle tip		
22	45	piece	SIGN PEN, blue ink, gel, 0.5mm, needle tip		
23	15	pack	SPECIAL PAPER, white, 8.5inch x 13inch, 200gsm, 100sheets/pack		
24	10	box	STAPLE WIRE, standard, 26/6, #35		
25	39	roll	TAPE, masking, 1 inch		
26	41	roll	TAPE, transparent, 48mm		
27	36	piece	BROOM (Walis Tambo)		
28	30	piece	BROOM (Walis Ting-ting)		
29	35	piece	DOOR RUG, cloth		
30	34	can	FLOOR WAX, paste type, with red dye, 900g		
31	10	can	INSECTICIDE, aerosol type, net content per can: 600mL (min)		
32	5	piece	MOP REPLACEMENT SPONGE, water absorbent sponge, 26 cm x 4.5 cm		



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT I
MANUEL L. QUEZON ELEMENTARY SCHOOL

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
33	30	piece	SPONGE MOP, rubber mop, water self-squeezing mop, long stainless-steel retractable handle		
34	35	pack	TOILET TISSUE PAPER, 2 ply, 12 rolls/pack		
				TOTAL	

Purpose: Office and other supplies for the third quarter

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 (VAT/NONVAT)

Date/Telephone No.