



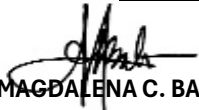
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Baguio City
DISTRICT I
RIZAL ELEMENTARY SCHOOL
#1 GIBRALTAR ROAD, BAGUIO CITY

REQUEST FOR QUOTATION

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

PR No.: 2025-01-003
Quotation No.: 2024-01-002
Date: February 3, 2025
ABC: 60,140.00

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 7, 2025**.


MARIA MAGDALENA C. BALAO
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 15 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	20	pack	Sticker Paper, A4, GLOSSY		
2	10	bottle	Glue, White		
3	50	pc	Certificate Holder, A4, green		
4	60	roll	Masking Tape, 1"		
5	60	roll	Clear Tape, 1"		
6	60	roll	Double Sided Tape, 1"		
7	6	ream	Colored Paper, 80GSM, Long		
8	5	pc	Black Sign Pen, Pigment Ink, 0.4		
9	7	pc	Black Sign Pen, .05		
10	24	pc	Black Ballpen		
11	50	pc	Pressboard Folder, long, green		
12	50	pc	Pressboard Folder, long, yellow		
13	50	pc	Pressboard Folder, long, blue		
14	50	pc	Pressboard Folder, long, pink		
15	50	pc	Pressboard Folder, long, purple		
16	5	bottle	Printer Ink, Pigment, Black, 008		
17	1	bottle	Printer Ink, Pigment, Cyan, 008		
18	1	bottle	Printer Ink, Pigment, Magenta, 008		



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DISTRICT I

RIZAL ELEMENTARY SCHOOL

#1 GIBRALTAR ROAD, BAGUIO CITY

19	1	bottle	Printer Ink, Pigment, Yellow,008		
20	7	bottle	Printer Ink, 003, Black		
21	5	bottle	Printer Ink, 003, Cyan		
22	5	bottle	Printer Ink, 003, Magenta		
23	4	bottle	Printer Ink, 003, Yellow		
24	2	bottle	Printer Ink, 001, Black		
25	2	bottle	Printer Ink, 001, Cyan		
26	2	bottle	Printer Ink, 001, Magenta		
27	2	bottle	Printer Ink, 001, Yellow		
28	50	pack	Garbage Bags, XXL		
29	10	tub	Dishwashing Paste, lemon, 350grams, with sponge		
30	30	pc	White Towelette (for dishes)		
31	20	bottle	Bleach, Lemon Scent, 1 liter		
32	1	pc	Hammer Drill with Drill bit (Heavy Duty)		
33	1	set	8pc Screwdriver set		
34	1	set	6pcs. Precision Screwdriver Set		
35	1	pc	Claw Hammer (16 oz), Fiberglass Handle		
36	2	pc	Industrial Hand Saw, 500mm		
37	2	pc	Combination Pliers, 8"		
38	2	pc	Long Nose Pliers, 6"		
39	2	pc	Diagonal Cutting Pliers, 6"		
ALL ITEMS MUST BE DELIVERED TO RIZAL ELEMENTARY SCHOOL					
				TOTAL	
Purpose: OFFICE SUPPLIES AND SEMI EXPENDABLE EQUIPMENT FOR SCHOOL USE					

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

Signature over Printed Name

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Canvassed by: