



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.: 2025-05-026

Quotation No.: 2025-05-026

Date: May 28, 2025

ABC: Php **106,775.00**

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 **JUNE 03, 2025, 9:00AM.**

POSTED IN PHILGEPS

Carina G. Walsiyen
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 **JUNE 23, 2025.**
- ✓ Price validity shall be for a period of **30 Calendar Days.**

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	25	pack	Laminating Film, Long, 125mic		
2	160	piece	Permanent marker, black, refillable		
3	120	piece	Permanent marker, blue refillable		
4	60	piece	Permanent marker, red, refillable		
5	120	bottle	Ink refill for Permanent Marker, black		
6	24	bottle	Ink refill for Permanent Marker, blue		
7	12	bottle	Ink refill for Permanent Marker, red		
8	160	piece	Whiteboard Marker, Black, Bullet tip, refillable		
9	120	piece	Whiteboard Marker, Blue, Bullet tip, refillable		
10	100	bottle	Ink Refill for White Board Marker, black		
11	100	bottle	Ink Refill for White Board Marker, blue		
12	75	ream	Multipurpose, A4, 70gsm		
13	150	ream	Multipurpose, Long, 70gsm		
TOTAL					

Purpose: Procurement of Common Office 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

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