



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 Schools Division Office - Baguio City
LUCBAN ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

Supplier:	_____	PR No.:	<u>2025-05-025</u>
Address:	_____	Quotation No.:	<u>2025-05-016</u>
Tel No.:	_____	Date:	<u>05/29/2025</u>
e-Mail:	_____	ABC (Approved Budget for the Contract):	<u>54,713.50</u>

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 05, 2025**.

Send your quotation at 136394lucban@gmail.com

John B. Parayao
JOHN B. PARAYAO

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)

POSTED IN PHILGEPS

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery is on or before June 23, 2025
- ✓ Price validity shall be for a period of 30 days

Item No.	Qty	Unit	Item Description / Specification	Unit Price	Total Price
1	1	piece	Drum (DR 114)		
2	1	piece	Developer (DV 116)		
3	1	piece	Transfer Roller (A0XX-PP6H-01)		
4	1	piece	Imaging Unit (A1XU-R700-33)		
5	1	piece	Fusing Unit (AD67-PP09-00)		
6	1	piece	Inking Nozzle; Cartridge (042-17156-101)		
7	1	piece	Inking Nozzle; Drum (042-17150-200)		
8	1	piece	Ink Pump Unit (042-17151-509)		
9	1	roll	Master Cutter for RISO CV 3230		
10	1	bottle	Ink for RISO CV 3230		
Total					

procurement of supplies and materials for repair and maintenance of 2 units photocopier machine

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

_____ Date

_____ Tin Number

_____ Signature over Printed Name

_____ Tel. No. / Cellphone No. / Email Address / Fax Number