



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 MABINI ELEMENTARY SCHOOL

**REQUEST FOR QUOTATION**

<b>Supplier:</b> _____	<b>Requesting Unit:</b> MABINI ELEMENTARY SCHOOL
<b>Address:</b> _____	<b>PR No.:</b> PR No.: 2025-05-029
<b>Tel. #:</b> _____	<b>Quotation No.:</b> 2025-05-029
<b>e-Mail:</b> _____	<b>Date:</b> May 22, 2025
<b>Date Received by the Supplier:</b> _____	<b>ABC:</b> ₱96,140.00

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 May 27, 2025 9am

**ANGELBERT A. PEDNGA**

Bids and Awards Committee Chairperson

**Requirements:**

- Mayor's / Business permit
- PhilGEPS registration number or certificate
- Income Business Tax Return (for ABC above 500,000.00)
- Omnibus Sworn Statement (for ABC above 50,000.00)

POSTED IN PHILGEPS

**Note:**

- Submit RFQ together with the requirements
- All entries must be typewritten or legibly written
- Delivery period within \_\_\_\_\_ Calendar days
- Price validity shall be period of 30 days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	65	ream	PAPER, MULTIPURPOSE A4, 500 sheets per ream		
2	20	ream	PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream		
3	65	ream	Laminating film long 125microns		
4	2	ream	Certificate Paper A4 180gsm white 100's		
5	3	ream	Certificate Paper Legal 180gsm white 100's		
6	2	pack	Envelope, expanding, long, kraft, 100s		
7	10	bottle	Epson Ink 003, black, genuine		
8	10	bottle	Epson Ink 003, cyan, genuine		
9	10	bottle	Epson Ink 003, magenta, genuine		
10	10	bottle	Epson Ink 003, yellow, genuine		
11	11	bottle	Epson Ink 664, black, genuine		
12	10	bottle	Epson Ink 664, cyan, genuine		
13	10	bottle	Epson Ink 664, magenta, genuine		
14	10	bottle	Epson Ink 664, yellow, genuine		
15	40	roll	Trash bag XL		
16	135	roll	Trash bag L		
<b>TOTAL:</b>					
<b>Purpose:</b>			for distribution this coming SY 2025-2026		

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

Signature over Printed Name

TIN #

canvassed by:



MABINI ELEMENTARY SCHOOL  
 Leonard Wood Rd., Salud Mitra, Baguio City  
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 E-mail: 136403@deped.gov.ph