



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Schools Division of Baguio City  
**DON MARIANO MARCOS ELEMENTARY SCHOOL**

### REQUEST FOR QUOTATION

Supplier: _____	PR No.: <u>2025-05-020</u>
Address: _____	Quotation No.: <u>2025-05-014</u>
Tel No.: _____	Date: <u>06/03/2025</u>
e-Mail: _____	ABC (Approved Budget for the Contract): <u>128,461.00</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 09, 2025**.

Send your quotation at [dmmes.baguio@gmail.com](mailto:dmmes.baguio@gmail.com)

  
**MERVIN G. OLIVA**

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.
- ✓ on or before June 24, 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	Airpot		
2	2	piece	Pedestal Steel, 3 layers		
3	2	piece	Swivel Chair		
4	1	piece	White Board with Stand 4x8		
5	2	piece	Cork Board 4x8		
6	1	piece	Paper Cutter A3		
7	2	piece	Paper Cutter A4		
8	2	piece	Laminating Machine		
9	2	piece	Clicker		
10	1	piece	Computer Monitor 22 inches		
11	2	piece	UPS		
12	1	piece	Keyboard		
13	1	piece	Internet Cable Wire Cat 6, 50 meters with crimping tools		
14	50	piece	Bulb, LED, 24watts		
15	6	piece	Mosquito Killer Electric Lamp		
16	1	piece	Large Hooded Plastic Trash Bin, 120liters		
17	3	piece	Trash Bin with Pedal, 20Liters		
18	12	piece	First Aid Kits		
19	10	pack	Tissue, folded, soft		
20	30	piece	BROOM (Walis Tambo)		
21	30	piece	BROOM (Walis Ting-ting)		
22	35	piece	Footrugs		
23	2	piece	Stop Watch		
24	5	piece	Faucet, metal		
<b>Total</b>					

procurement of regular supplies

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