



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.: 2025-07-037
<b>Tel. #:</b> _____	<b>Quotation No.:</b> 2025-07-037
<b>e-Mail:</b> _____	<b>Date:</b> July 17, 2025
<b>Date Received by the Supplier:</b> _____	<b>ABC:</b> P74,840.00

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 August 1, 2025 2:00pm

REGISTERED IN PHILGEPS

**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)

**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 LEGAL, 500 sheets per ream		
2	70	ream	PAPER, MULTIPURPOSE A4, 500 sheets per ream		
3	20	bottle	Epson Ink 003, black		
4	10	bottle	Epson Ink 003, cyan		
5	10	bottle	Epson Ink 003, magenta		
6	10	bottle	Epson Ink 003, yellow		
7	20	bottle	Epson Ink 664, black		
8	10	bottle	Epson Ink 664, cyan		
9	10	bottle	Epson Ink 664, magenta		
10	10	bottle	Epson Ink 664, yellow		
11	60	roll	Trash bag XL		
12	60	roll	Trash bag L		
13	8	gallon	Muriatic Acid		
14	50	bottle	Bleach 1 liter, colorsafe		
15	10	can	floorwax, red dye, 900g		
<b>TOTAL:</b>					
<b>Purpose:</b> for school and office use					

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

canvassed by: \_\_\_\_\_

Signature over Printed Name

TIN #



MABINI ELEMENTARY SCHOOL  
 Leonard Wood Rd., Salud Mitra, Baguio City  
 Landline: 074-424-6236