



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.: 2026-02-006
 Quotation No.: 2026-02-006
 Date: February 03, 2026
 ABC: Php **216,750.00**

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 **FEBRUARY 09, 2026**.

Carina
CARINA G. WALSIYEN
 Chairperson, Bids and Awards Committee

REQUIREMENTS:	Note:
1. Mayor's / Business permit	✓ Submit RFQ together with the requirements.
2. PhilGEPS registration number or certificate	✓ All entries must be typewritten or legibly written.
3. Omnibus Sworn Statement (for ABC above 50K)	✓ Delivery period on or before FEBRUARY 28, 2026
4. Income/Business Tax Return (for ABC above 500K)	✓ Price validity shall be for a period of 30 Calendar Days .

Item No.	Qty.	Unit	Item Description	Supplier's Remarks (for item specification)	Unit Price	Total Price
1	40	pack	Laminating Film, long, 125mic, 100pcs per pack			
2	100	ream	Special Paper, White, A4, 180gsm, 100pcs per ream			
3	60	piece	Permanent marker, black, refillable, heavy duty			
4	60	piece	Permanent marker, blue, refillable, heavy duty			
5	60	bottle	Ink refill for Permanent Marker, black			
6	60	bottle	Ink refill for Permanent Marker, blue			
7	100	piece	Whiteboard Marker, black, bullet tip, refillable, heavy duty			
8	100	piece	Whiteboard Marker, blue, bullet tip, refillable, heavy duty			
9	100	bottle	Ink Refill for White Board Marker, black			
10	100	bottle	Ink Refill for White Board Marker, blue			
11	100	bottle	Epson 003, Black original			
12	50	bottle	Epson 003, Cyan original			
13	50	bottle	Epson 003, Magenta original			
14	50	bottle	Epson 003, Yellow original			
15	100	ream	Paper, Multipurpose, A4, 70gsm			
16	200	ream	Paper, Multipurpose, Long, 70gsm			
					TOTAL	

Purpose: Procurement of supplies for operations.

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

Canvassed by:

Tin

Tel. No./ Cellphone No.

Canvasser