



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Schools Division Office of Baguio City
HOLY GHOST EXTENSION ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

Supplier:	_____	PR No.:	PR No.: 2026-02-012
Address:	_____	Quotation No.:	2026-02-011
Tel No.:	_____	Date:	February 19, 2026
e-Mail:	_____	ABC (Approved Budget for the Contract):	125,211.00

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 26, 2026.

ROSALINDA A. GAYAO
 BAC Chairperson

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within _____ Calendar Days.

Item No.	Qty	Unit	Item Description / Specification	Unit Price	Total Price
1	3	Unit	Tablet, 8 gig RAM, 128 storage, mediatech processor 6685/(11nm),with keyboard		-
2	1	Unit	LAPTOP, Lightweight, Core i7, 13th Gen, Asus Vivobook 16x, 16-24 cores, 16 GB RAM DDR5 with dedicated video graphics, 1 TB NVME SSD, NVIDIA RTX 3050 or Higher, 16 inch LCD with Laptop Bag, Wireless mouse and Other freebies		-
3	1	Unit	LAMINATING MACHINE		-
4	1	Unit	PRINTER, 3 - IN - 1 Function, Print, Scan, Copy, Fax with 35-sheet ADF (A4), Capable of printing A3, Super B (13 x 19"), Indian Legal, Letter, A4, B4, B5, A5, B6, A6, and Envelopes, Print Resolution: 4800 x 1200 dpi, Scanner: Flatbed (up to 216 x 356 mm). Paper Handling: 250-sheet front tray, 20-sheet rear slot. Ink System: 4-color EcoTank (Pigment Black, Dye Color).		-
Total			*** nothing follows***		-

Purpose: For school use

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

Date

Signature over Printed Name

Tin Number

Tel. No. / Cellphone No. / Email

Canvassed by:

DANTE T. COTTONG
 Canvasser