



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OFFICE OF BAGUIO CITY
BAGUIO CITY SPECIAL EDUCATION CENTER

REQUEST FOR QUOTATION

Supplier: _____
 Address: _____
 Telephone No.: _____
 e-Mail: _____
 Tin: _____

PR No.: 2026-02-002
 Quotation No.: 2026-02-002
 Date: February 20, 2026
 ABC: ₱ 164,835.00

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 24, 2026 @ 9:00 a.m.**

ROLLY P. BOMOGAO
 Special Education Teacher III
 Chairman, 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.
- ✓ Delivery period within ____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	50	ream	PAPER Multi Purpose, A4, 70 gsm		
2	50	ream	PAPER Multi Purpose, Legal, 70 gsm		
3	15	pc	CORRECTION Tape		
4	20	pc	TAPE, DOUBLE SIDED, width:248mm (±1mm)		
5	20	pc	TAPE, TRANSPARENT, width: 24mm (±1mm)		
6	20	pc	TAPE, TRANSPARENT, width: 48mm (±1mm)		
7	20	pc	TAPE, MASKING, width: 48mm (±1mm)		
8	20	bot	INK, Refill, EPSON 003, Black		
9	15	bot	INK, Refill, EPSON 003, Cyan		
10	15	bot	INK, Refill, EPSON 003, Magenta		
11	15	bot	INK, Refill, EPSON 003, Yellow		
12	20	bot	INK, Refill, EPSON 664, Black		
13	15	bot	INK, Refill, EPSON 664, Cyan		
14	15	bot	INK, Refill, EPSON 664, Magenta		
15	15	bot	INK, Refill, EPSON 664, Yellow		
16	20	bot	INK, REFILL, HP310, GT53, Black		
17	15	bot	INK, REFILL, HP310, GT52, Cyan		
18	15	bot	INK, REFILL, HP310, GT52, Yellow		
19	15	bot	INK, REFILL, HP310, GT52, Magenta		
20	15	bot	BROTHER INK, REFILL, BT D60 black		
21	10	bot	BROTHER INK, REFILL, BT5000 Cyan		
22	10	bot	BROTHER INK, REFILL, BT5000 Magenta		
23	10	bot	BROTHER INK, REFILL, BT5000 Yellow		



#84 Military Cut-Off Road, Baguio City 2600
 (074) 442-8116; (074) 619-3741
 bcspedcenter@gmail.com
DepEdTayo - Baguio City SPED Center

24	10	bot	CANON, INK REFILL, Black			
25	5	bot	CANON, INK REFILL, Cyan			
26	5	bot	CANON, INK REFILL, Magenta			
27	5	bot	CANON, INK REFILL, Yellow			
28	2	box	SIGN PEN, BLUE, liquid/gel ink, 0.5mm ball needle point, made in japan			
29	20	pack	STICKER, Hologram Vinyl, Printable, A4, Broken Glass design			
30	14	roll	SATIN RIBBON, 1 inch (Red, Orange, Yellow, Blue, Green, Purple (Light, Violet)			
31	200	pc	ACRYLIC Medals. 2.5 x 2.5 inches			
32	10	pack	BATTERY, Dry Cell, AA, 2 pcs per Blister Pack			
33	10	pack	BATTERY, Dry Cell, AAA, 2 pcs per Blister Pack			
34	2	roll	DUCT Tape, 2", Dark Blue			
35	50	pc	REFLECTORIZED Vest			
36	1	pc	SPINE BOARD, with strap,			
37	10	can	AIR FRESHENER, aerosol, 280ml/150g min			
38	10	pc	Glue Gun, Big			
39	5	pc	TORNADO MOP, branded and heavy duty, PP plastic bucket, stainless steel pole, 360 degree rotating mop			
40	5	pc	SQUEEZE SPONGE MOP, branded and Heavy duty, replaceable sponge,			
41	16	pack	TOILET TISSUE PAPER, 3ply sheets, 150 pulls 12 per pack			
42	10	gal	BLEACH, Gallon, color safe			
43	25	pack	FABRIC CONDITIONER, 900-1000g, Red berries scent			
44	25	pack	DETERGENT POWDER, all purpose, 1kg			
45	4	pc	Push Cart Rubber Wheel,			
<i>Nothing Follows</i>						
					TOTAL	
Purpose: Procurement of supplies and materials for the school use for the month of February 2026						

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

Signature over Printed Name

TIN

Canvassed by:

REFLECTORIZED VEST



SPINE BOARD

