



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.: 2026-03-011
 Quotation No.: 2026-03-011
 Date: March 09, 2026
 ABC Php **122,000.00**

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 **MARCH 16, 2026 @9AM.**

Carina G. Walsiyen
CARINA G. WALSIYEN

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.
- ✓ Delivery period on or before **MARCH 31, 2026**
- ✓ 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	2	piece	DocuCentre S2110 Fuser Assey			
2	2	piece	DocuCentre S2110 Drum Cartridge			
3	5	piece	DocuCentre S2110 Retard Pad			
4	5	piece	DocuCentre S2110 Feed Roller			
5	15	piece	DocuCentre S2110 Toner Cartridge			
TOTAL						

Purpose: Procurement of other 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

 Canvasser

 Tel. No./ Cellphone No.