



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
DONTOGAN ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

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

Requesting Unit: Dontogan Elementary School
 PR No.: 2026-03-016
 Quotation No.: 2026-02-016
 Date: March 30, 2026
 ABC: Php 160,000.00

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 **April 06, 2026 @9:00 AM.**


LEEANN C. NEAD

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)			✓ Indicate brand and model of item offered.		
4. Income/Business Tax Return (for ABC above 500K)			✓ Delivery period within <u>7</u> Calendar Days.		
			✓ Price validity shall be for a period of <u>30</u> Calendar Days.		
Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	4	unit	LAPTOP, 4 cores, 8 threads, 2.8ghz, 16GB, 512GB, 15.6", WIN 11, Office 2024, with bag and mouse		
			** NOTHING FOLLOWS **		
Purpose: Procurement of semi-expendable ICT equipment for the enhancement of the teaching-learning process					

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

 Tel. No. / Date

Canvassed by:

MAY- ANN B. FERRER
 Canvasser

