



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

REQUEST FOR QUOTATION

Company/Supplier/Store: _____
Address: _____
Telephone No.: _____
e-Mail: _____
TIN: _____

PR No.: 2026-06-010
Quotation No.: 2026-06-010
Date: 06/15/2026
ABC: Php 104,326.19

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 June 18, 2026 @ 9am

BENSON B. MOGA
School BAC Chairman

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 _____ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1.	55	roll	TAPE, MASKING, width: 24mm (±1mm)		
2.	55	roll	TAPE, TRANSPARENT, width: 24mm (±1mm)		
3.	62	roll	Tape, Double Sided, width: 24mm x 10m, big roll		
4.	8	piece	PHILIPPINE NATIONAL FLAG		
5.	35	pack	Double Sided Glossy Photo Paper, A4, (50 pcs./ pack)		
6.	10	pack	Photopaper, A4, 160gsm, 100 sheets		
7.	35	bottle	GLUE, all purpose, gross weight: 200 grams min		
8.	100	piece	Certificate Holder, 9x12 inch.		
9.	2	pack	FOLDER, TAGBOARD, for A4 size documents		
10.	2	pack	FOLDER, TAGBOARD, for legal size documents		
11.	1	piece	Wall Clock, Big		
12.	24	pouch	Detergent powder, all purpose		
13.	35	bottle	HAND SOAP, Liquid, 500ml		
14.	24	bottle	Dishwashing Liquid Soap, 500ml		
15.	24	bottle	Fabric Conditioner, 500ml		
16.	100	pack	TRASHBAG, XXL size		
17.	40	piece	Light-Emitting Diode, Light Bulb, 18 watts		
18.	50	piece	Toilet Tissue Paper, 2 ply		
19.	24	gallon	Bleaching Solution, original, gallon		
20.	12	piece	Toilet Pump		
21.	12	piece	Toilet Brush		
22.	2	gallon	Muriatic Acid, gallon		
23.	10	can	Floor wax, paste type, red		
	2	piece	Mop bucket, Heavy Duty		

ADDRESS: GEFA Brgy., Lower QM, Baguio City
TELEPHONE NUMBER: 442-4069
EMAIL ADDRESS: aguineldoelementary@gmail.com





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25.	25	pack	Cotton Balls		
26.	25	pack	Cotton Buds		
27.	25	bottle	Povidone Iodine		
28.	25	pack	Gauze Pad		
29.	25	roll	Plaster Tape		
30.	25	pack	Plaster, 100pcs		
31.	20	piece	Padlock, Heavy duty Stainless, 50mm		
32.	100	piece	Flower Pot, plastic, 12 inch Height, 10 inch. Width		
33.	20	pack	Battery dry cell, size AA, 4pcs/pack, super heavy duty		
34.			***Nothing Follows***		
					TOTAL
Purpose: Procurement of Office Supplies & Other Supplies & Materials.					

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

Signature over Printed Name



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