



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
DISTRICT I
MANUEL L. QUEZON ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Supplier: _____
 Address: _____
 Telephone No: _____
 e-mail: _____
 Date received by the Supplier: _____

Requesting Unit: Manuel L. Quezon ES
 PR No.: 2026-06-022
 Quotation No.: 2026-06-021
 Date: July 6, 2026
 ABC: ₱98,350.00

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 July 8, 2026.

NICOMEDES D. TABELIN

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 within <u>7-30</u> Calendar Days. ✓ Price validity shall be for a period of <u>90</u> Calendar Days.
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***The bidder must bid for the entire one (1) lot.*

***All items must be delivered to the school.*

***Please indicate the brand of your offer.*

***For machines/equipment, please attach brochure/pictures.*

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	pack	FOLDER, with tab, legal, tagboard		
2	80	ream	PAPER, MULTIPURPOSE A4, 70 gsm		
3	60	ream	PAPER, MULTIPURPOSE 8.5inch x 13 inch, 70 gsm		
4	5	bottle	BROTHER INK REFILL, BT5000C, cyan		
5	5	bottle	BROTHER INK REFILL, BT5000M, magenta		
6	5	bottle	BROTHER INK REFILL, BT5000Y, yellow		
7	10	bottle	BROTHER INK REFILL, BT600BK, black		
8	25	bottle	EPSON INK REFILL, 003, black		



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Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
9	15	bottle	EPSON INK REFILL, 003, cyan		
10	15	bottle	EPSON INK REFILL, 003, magenta		
11	15	bottle	EPSON INK REFILL, 003, yellow		
12	10	box	STAPLE WIRE, heavy duty, 23/8		
13	6	unit	GARBAGE BIN WITH WHEELS, hard rough plastic, heavy duty, 250liters		
14	1	unit	HAND HELD METAL DETECTOR, Type: Portable Hand-Held Metal Detector, Detection Method: Audible alarm, LED indicator, vibration mode, Operating Voltage: 9V Battery, Low Battery Indicator: Yes, Sensitivity: Adjustable Detection, Operating Frequency: Approximately 22 kHz, Dimensions: Approximately 410 mm × 85 mm × 45 mm, Weight: Approximately 400–500 grams, Detection Capability: Small metallic objects (e. g., pin/needle): approximately 30–60 mm Handgun- sized object: approximately 150–180 mm, Large metallic object: approximately 300 mm		
				TOTAL	
Purpose: Supplies for the third quarter					

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 (VAT/NONVAT)

Date/Telephone No.

Canvassed by: