



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 Schools Division Office - Baguio City
DON MARIANO MARCOS ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

Supplier: _____	PR No.: <u>2026-08-004</u>
Address: _____	Quotation No.: <u>2026-08-003</u>
Tel No.: _____	Date: <u>August 07, 2026</u>
e-Mail: _____	ABC (Approved Budget for the Contract): <u>75,550.00</u>

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 **August 11, 2026**.

MERVIN G. OLIVA

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.
- ✓ 10 days from receipt of PO
- ✓ Price validity shall be for a period of 30 days

Item No.	Qty	Unit	Item Description / Specification	ABC	Supplier's Specification	Unit Price	Total Price
1	10	piece	Battery, V9, Dry cell				
2	100	roll	Double Sided Tape, 1/2"				
3	20	piece	Plastic Binder Spiral 200 pages capacity, 1"				
4	20	roll	Tape, electrical 1"				
5	100	roll	Tape, masking, 1/2"				
6	100	roll	Tape, transparent, 24mm				
7	10	roll	Duct Tape				
8	5	piece	Record Book, 300 Pages, 7x10				
9	5	piece	Record Book, 500 Pages, 7x10				
10	1	piece	School Logo Dry Seal, Desk type				
11	35	piece	Footrugs				
12	5	piece	Floor Brush with Handle				
13	1	piece	Rain Coat				
14	1	pair	Rain Boots				
15	20	yard	Tetoron Cloth - Silk, White				
16	10	yard	Tetoron Cloth - Silk, Red				
17	30	piece	Detergent Powder, all purpose, per 1kg				
18	20	bottle	Cleaner, Toilet Bowl and Urinal				
19	5	bottle	Mosquito Spray, 500ml				
20	20	bottle	Hand Soap, liquid, 500ml				
21	20	bottle	Dishwashing Liquid, 500ml				
22	3	piece	Padlock 60mm Flat Key, Heavy Duty				
23	10	piece	Laundry Brush, with Handle				
24	5	piece	Turbo Mop, Heavy Duty				
25	15	piece	Mop, Squeegee				
26	5	kilo	Rags, per kilo				
27	2	piece	Philippine National Flag, cotton embroid				
28	1	piece	Electric Fan (Tower Type)				
29	5	piece	Extension Cord (Round), universal plug (3 holes), 10m				
30	2	piece	WhiteBoard 46x93 inches				
31	1	unit	Vacuum Cleaner, wet and dry clean 1.7 - 2 liters capacity, stainless housing				
Total							

Procurement of regular supplies

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

Date

Tin Number

Signature over Printed Name

Tel. No. / Cellphone No. / Email Address / Fax Number