



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF BAGUIO CITY
KIAS ELEMENTARY SCHOOL
Purok 7, Kias, Baguio City



REQUEST FOR QUOTATION

Supplier:	Requesting Unit: Kias ES
Address:	PR No.: 2026-09-041
Telephone No.:	Quotation No.: 2026-09-041
e-Mail:	Date: September 28, 2026
Date received by the supplier:	ABC: 55,000.00

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 on or before **October 1, 2026 (9:00 am)**.


ROSELYN ANN C. LAPENA
School BAC Chairperson, Bids and Awards Committee

REQUIREMENTS:

- 1 **Mayor's/Business Permit**
- 2 **PhilGEPS Registration number or certificate**
- 3 Income/Business Tax Return
- 4 **Omnibus Sworn Statement (for ABC above 50,000.00)**

Note:

- ✓ Submit RFQ together with the requirements
- ✓ All entries must be typewritten or legibly written
- ✓ Indicate brand and model of item offered
- ✓ Delivery/Deployment period: 15 days upon receipt of NTP
- ✓ Price validity shall be for a period of 30 calendar days

Item No.	Quantity	Unit	Item Description	Unit Price	Total Price
1	50	piece	White Board with aluminum frame 12"x16"		
2	4	Unit	Printer Type: All in One Ink Tank (print, scan, copy) Resolution: Up to 5760 x 1440 dpi Print Speed (ISO A4): 10 ipm (black), 5 ipm (Color) Ink Yield: 4,500 pages (Black)/ 7,500 pages (Color) Scanner Resolution: 600 x 1200 dpi (Flatbed) Paper Size: Upt A4, supports borderless 4r photo printing Connectivity: USB 2.0		
TOTAL					

Purpose: Provision of Supplies and Materials for the Implementation of the School Innovation and Improvement Program

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

Canvassed by:

Signature over Printed Name

TIN

Date/ Telephone No.



Address: Purok 7, Kias, Baguio City
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Email Address: 221501@deped.gov.ph
DepEd Tayo Kias ES