



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
SAN CARLOS HEIGHTS ELEMENTARY SCHOOL
PUROK 20, IRISAN, BAGUIO CITY

REQUEST FOR QUOTATION (RFQ)

Standard Form No.:SF-GOOD-60

Revised on: May 24, 2004

Standard Form Title: Request for Quotation

REGULAR MOOE

Supplier: _____ Requesting Unit: SAN CARLOS HEIGHTS ES
 Address: _____ PR No.: 2026-09-031
 Telephone No.: _____ Quotation No.: 2026-09-020
 e-Mail: _____ Date: September 30, 2026
 Date received by the Supplier: _____ ABC: **Php 109,130.00**

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 **October 5, 2026 @9am.**

MADELYN L. JOSE
 School BAC Chairperson

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement (updated)

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period 7 to 15 calendar days after NTP signing.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
			Semi-expendable machinery and equipment		
1	2	piece	Mic stand, wireless, heavy duty tripod stands with holder, portable		
2	2	piece	HDMI to HDMI cable, 15 meters		
3	5	piece	Extension wheel cord, 10 meters, heavy duty, wattage:2500W, no. of outlets: 3,		
4	3	piece	External Hard Drive, 1 TB		
5	4	piece	Electric hot melt glue gun set, power:50W, cord length:145cm, applicable glue sticks:7mm, preheating time: 1-2minutes, nozzle material: aluminum alloy		
6	8	piece	5 ft/6 ft heavy duty foldable table, outdoor, long table, color black		
7	2	Unit	Printer, Print-scan-copy: Print Speed (A4, ISO): up to 8.8 / 5 ipm (mono/colour), Wi-Fi; Ink Bottles: GI-790 (Pigment Ink/Black, (Dye-based Ink/Cyan, Magent, Yellow); Supported Media: Plain Paper (64 - 105 g/m ²), Photo Paper Plus Glossy II (PP-201, PP-208), Photo Paper Plus Semi-Gloss (SG-201), Matte Photo Paper (MP-101) Plain paper (64-105; Paper Size, Print: A4, A5, B5, LTR, LGL, Envelope (COM10, DL), 4 x 6", 5 x 7", 8 x 10", Square (127 x 127mm, Business Card [Custom Size] Width: 55 - 215.9 mm, Length: 89 - 676 mm, *F4 is possible via custom size settings, Borderless Printing: A4, Letter, 4x6", 5 x 7", 8 x 10", Square (127 x 127mm), Business Card, Scan/Copy: A4, LTR; Paper Weight: 64 -275 gsm		
			Other Supplies and Materials		
8	25	can	Floorwax, red dye wax, 450 grams per can		



Address: Purok 20, Irisan, Baguio City

Email Address: 136389@deped.gov.ph

Telephone No. 074-619-1341

Facebook page: DepEd CAR – Baguio City - San Carlos Heights Elementary School



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9	15	bottle	Toilet bowl and urinal cleaner, 900ml		
10	20	set	Toilet bowl and rim brush set, ordinary		
11	20	kilo	Detergent powder, 1 kilo		
12	15	piece	Bathroom deodorizer/ fabric conditioner for maintenance of restrooms at the new building		
13	3	piece	Fire extinguisher, 20lbs, refillable		
14	20	piece	Light-emitting diode (LED) linear tube, 18 watts		
15	5	set	Tubular door knob set		
16	10	set	Laminated Steel Long Shackle Padlock 40mm		
			Office Supplies		
17	2	bottle	GT53xl, black ink, 135ml		
18	2	bottle	GT52, cyan ink, 50ml		
19	2	bottle	GT52, magenta ink, 50ml		
20	2	bottle	GT52, yellow ink, 50ml		
21	2	cartridge	65xl, black ink cartridge		
22	2	cartridge	65xl, colored ink cartridge		
23	2	bottle	GI-71s black ink, 135ml		
24	2	bottle	GI-71s cyan ink, 70ml		
25	2	bottle	GI-71s magenta ink, 70 ml		
26	2	bottle	GI-71s yellow ink, 70ml		
				TOTAL	
Purpose: Procurement of supplies and materials and semi-expendable machinery and equipment for the 4 th Quarter of CY 2026					

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 (Please indicate if VAT or NONVAT)

Date/ Contact No.

Canvassed by: _____



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