



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 Schools Division of Baguio City
 DISTRICT I
RIZAL ELEMENTARY SCHOOL
#1 GIBRALTAR ROAD, BAGUIO CITY

REQUEST FOR QUOTATION

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

PR No.: 2026-09-028
 Quotation No.: 2026-09-030
 Date: September 9, 2026
ABC: 152,717.00

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 September 16, 2026.


WINNIE S. GALLANO
 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 10 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	30	bottle	Printer Ink, 003, BLACK		
2	15	bottle	Printer Ink, 003, CYAN		
3	15	bottle	Printer Ink, 003, YELLOW		
4	15	bottle	Printer Ink, 003, MAGENTA		
5	10	bottle	Printer Ink, 008, BLACK		
6	5	bottle	Printer Ink, 008, CYAN		
7	5	bottle	Printer Ink, 008, YELLOW		
8	5	bottle	Printer Ink, 008, MAGENTA		
9	60	pack	Powder Detergent, 1 kl, fresh scent		
10	100	roll	Garbage Bag, Clear, XXL		
11	2	pc	Stamp, Self inking (14*38mm)		
12	5	pc	Soft Broom		
13	60	pack	AA battery, Heavy Duty, Genuine, 2 pcs per pack -known brand		
14	20	pack	AAA battery, heavy Duty, Genuine, 2 pcs per pack-known brand		
15	250	ream	A4 Bond Paper, 70 gsm		
16	2	pair	PVC Rainboots, Industrial, Heavy Duty		
17	3	pair	Rain Coat, hooded jacket and pant, waterproof fabric, (2) XL, (1) Large		
18	10	pc	Battery, V9,Dry Cell -known brand		
19	45	pc	Footrug		
20	2	pc	Hard Hat, for adults, type 1, orange		
21	22	pc	Reflective safety vest high visibility, with RIZAL ES DRRM TEAM print at the back		
22	40	pack	Tissue Toilet Paper, 2 ply, pull up		
23	8	unit	Fire Extinguisher, Refill		
24	2	unit	Fire Extinguisher, tank with contents		
				TOTAL	



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Purpose: Procurement of SUPPLIES AND MATERIALS FOR SEPTEMBER 2026

1. All Printer inks must be genuine. NO CLASS A.
2. Details of Self inking Stamp will be given to winning bidder.

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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Canvassed by: