Republic of the Philippines

Department of Education

CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
BAGUIO CENTRAL SCHOOL

MOOE Fund

REQUEST FOR QUOTATION

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

PR No.: 2026-10-055
Quotation No.: 2026-10-055
Date: October 15, 2026
ABC Php **155,752.00**

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 18, 2026 @9:00AM.**

CARINA G. WALSIYEN
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:

- ü Submit RFQ together with the requirements.
- ü All entries must be typewritten or legibly written.
- ü Delivery period 3-7 days upon receipt of NTP.
- ü Price validity shall be for a period of **30 Calendar Days.**

Item No.	Qty.	Unit	Item Description	Supplier's Remarks (for item specification)	Unit Price	Total Price
1	82	pack	Epson 003, Black original			
2	42	bottle	Epson 003, Cyan original			
3	42	bottle	Epson 003, Magenta original			
4	42	bottle	Epson 003, Yellow original			
5	130	bottle	Paper, Multipurpose, 70/80gsm, Long			
6	150	piece	Paper, Multipurpose, 70/80gsm A4			
7	10	piece	Mop with bucket, made of plastic, heavy duty			
8	35	bottle	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL			
9	24	sachet	DETERGENT POWDER, all purpose, 1kg			
10	6	bottle	DISHWASHING LIQUID, 1liter, any scent			
11	12	can	FLOOR WAX, paste type, red, 500grams			
12	24	bottle	BLEACH, original scent, 1 liter			
13	12	piece	Tissue, interfolded paper towel, 3ply			
14	9	roll	Tissue,rolled paper towel, 3ply, 12's			
			----------nothing follows----------			
					TOTAL	

Purpose: Procurement of office supplies and materials.

Additional Note: 1. Supplier shall deliver the items to the school within the delivery period.
2. Bidders may submit their quotations through email: baguiocentralschool@gmail.com

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

Canvassed by:

Canvasser

Signature over Printed Name / Date

Tin

Tel. No./ Cellphone No.