



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Name of Procuring Entity: Molugan Central School Request for Quotation (P.R. No.):2020-09-0043	
Revised on:	Date:
Standard Form/Title: REQUEST FOR QUOTATION End-User: Molugan Central School	
COMPANY NAME:	
ADDRESS:	
TEL NO./FAX NO.:	
Please quote your lowest price for the package described below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than 4:00 P.M. of <u>21 SEP 2020</u> , 2020 in the return envelope attached herewith.	

- TERMS and CONDITIONS:**
1. All entries must be typewritten or legibly written
 2. PhilGEPS Registration Certificate shall be attached upon submission of the quotation
 3. Bidders shall submit original brochures showing certifications of the package, if applicable
 4. Agency may proceed with procurement upon receipt of three (3) quotation


SUZETTE M. MAGSAYO
 BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	PRICE QUOTATION
Supply and Delivery of Office Supplies (with Free Delivery)				
1	Paper Multicopy ✓ Size 210x297mm (A4) ✓ 80 GSM	260	reams	
2	Paper Multicopy ✓ Size 216x330mm (Legal) ✓ 80 GSM	10	reams	
3	Staple Wire, Standard, (26/6)	10	box	
4	Envelope, legal, plastic	1000	pc	
Total ABC: Php. 68,900.00		TOTAL QUOTATION:		

**refer to Technical Specifications for details*

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

 Printed Name / Signature / Date

