



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

Name of Procuring Entity: **KALABAYLABAY ELEMENTARY SCHOOL** Request for Quotation (P.R. No.): **2021-01-**

Revised on: \_\_\_\_\_ Date: JANUARY 26,2021

Standard Form/Title: **REQUEST FOR QUOTATION** End-User: **KALABAYLABAY ELEMENTARY 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 10:00 A.M./PM of **01 FEB 2021** 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
5. Winning supplier is required deliver first the item/s

  
**LOLITO Q. BEJIGA**  
BAC Chairperson

Lot No.	Item No.	ITEMS & DESCRIPTION	QTY	UNIT	PRICE QUOTATION
<b>Procurement of Supplies for SCHOOL, OFFICE SUPPLIES AND OTHER SUPPLIES.</b>					
1	1	ALCOHOL, ETHYL, 68-72 %, SCENTED	15	BOT	
	2	PAPER, MULTI-PURPOSE (COPY), A4, 70gsm	170	REAMS	
	3	PAPER MULTI-PURPOSE (COPY), LEGAL, 70gsm	14	REAMS	
	4	TOILET TISSUE PAPER, 2-PLY	13	Pack	
	5	CLEANER, TOILET BOWL AND URINAL, 900-1000ml CAP	15	BOT	
	6	DETERGENT POWDER, ALL-PURPOSE, 1 KG.	30	PACK	
	7	HAND SOAP	10	BOT	
	8	MOP HEAD, MADE OF RAYON	8	PIECE	
	9	RAGS, ALL-COTTON, 32 PIECES PER KG.	15	BUNDLE	



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	10	FOLDER, FANCY, FOR LEGAL SIZE DOCUMENTS	1	BUNDLE	
	11	PAPER CLIP, VINYL/PLASTIC, 50mm	15	BOX	
	12	SCISSORS, SYMMETRICAL, BLADE LENGTH, 65mm MIN	15	PAIR	
	13	STAPLER, STANDARD TYPE, LOAD CAP, 200 STAPLES	2	PIECE	
	14	PHILIPPINE NATIONAL FLAG	2	PIECE	
	15	SIGN PEN, BLACK	15	PIECE	
	16	HANDWASHING PLATE	10	BOT	
		<b>ABC: Php 34,659.57</b>			
2	1	PRINTER, 3IN1, COLORED	2	UNIT	
		<b>ABC: Php 17,000.00</b>			
3	1	EPSON, INK, L3110, BLACK	16	BOT	
	2	EPSON, INK, L3110, YELLOW	16	BOT	
	3	EPSON, INK, L3110, CYAN	16	BOT	
	4	EPSON, INK, L3110, MAGENTA	16	BOT	
	5	BROTHER INK, L200, BLACK	2	BOT	
	6	BROTHER INK, L200, CYAN	2	BOT	
	7	BROTHER INK, L200, YELLOE	2	BOT	
	8	BROTHER INK, L200, MAGENTA	2	BOT	
		<b>ABC: Php 22,400.00</b>			
4	1	MASTER ROLL FOR RISOGRAPH MODEL: BLS 150 DUPLICATING MACHINE	1	ROLL	
	2	INK FOR RISOGRAPH MODEL: BLS 150 DUPLICATING MACHINE	1	INK	
		<b>ABC: Php 4,155.00</b>			



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5	1	LOAD CARDS- TM	46	PIECE S	
		<b>ABC: Php 4,600.00</b>			
	<b>Total ABC: Php 82,814.57</b>		<b>TOTAL QUOTATION:</b>		

*\*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