



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

Name of Procuring Entity: **MOLUGAN NATIONAL HIGH SCHOOL** Request for Quotation (P.R. No.) 2021-01-0001
SENIOR HIGH SCHOOL

Revised on: _____ Date: 01/27/2020

Standard Form/ Title: **REQUEST FOR QUOTATION** End-User: **Molugan National High School**
SENIOR HIGH 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./P.M. of 07 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


JAYSON REY R. ROMASANTA
 BAC Chairperson

LOT NO.	ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	PRICE QUOTATION
1	1	ALCOHOL, isopropyl, 68%-72%, scented, 3.785 liters	5	gallon	
	2	CARTOLINA, assorted colors	2	pack	
	3	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	2	reams	
	4	PAPER, Multi-Purpose (COPY) A4, 70 gsm	160	reams	
	5	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	4	reams	
	6	TOILET TISSUE PAPER, 2-ply, 100% recycled	3	pack	
	7	GLUE, all purpose, gross weight: 200 grams min	3	jar	
	8	STAPLE WIRE, for heavy duty staplers, (23/13)	2	box	
	9	STAPLE WIRE, STANDARD, (26/6)	2	box	
	10	TAPE, TRANSPARENT, width: 24mm (±1mm)	3	roll	
	11	ELECTRIC FAN, STAND type, plastic blade	1	unit	
	12	AIR FRESHENER, aerosol, 280ml/150g min	4	can	
	13	BROOM, soft (tambo)	3	piece	
	14	BROOM, STICK (TING-TING), usable length: 760mm min	3	piece	
	15	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	4	bottle	
	16	CLEANSER, SCOURING POWDER, 350g min./can	4	can	
	17	DETERGENT POWDER, all purpose, 1kg	4	pack	
	18	DISINFECTANT SPRAY, aerosol type, 400-550 grams	4	can	
	19	DUST PAN, non-rigid plastic, w/ detachable handle	5	piece	
	20	SODIUM HYPOCHLORITE, 3.785 liters	4	gallon	





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LOT NO.	ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	PRICE QUOTATION
1	21	HAND SOAP, Liquid, 500ml	20	bottle	
	22	MOPHANDLE, heavy duty, aluminum, screw type	2	piece	
	23	MOPHEAD, made of rayon, weight: 400 grams min	2	piece	
	24	WASTEBASKET, non-rigid plastic	2	piece	
	25	Polyethylene Apron (50g)	10	piece	
	26	NITRILE GLOVES	40	piece	
	27	SURGICAL MASK, 3-ply	30	piece	
	28	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	2	piece	
	29	FLASH DRIVE, 16 GB capacity	10	piece	
	30	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	2	box	
	31	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	2	box	
	32	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	2	box	
	33	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	2	box	
	34	CORRECTION TAPE, film base type, UL 6m min	2	piece	
	35	DATA FILE BOX, made of chipboard, with closed ends	2	piece	
	36	DATA FOLDER, made of chipboard, taglia lock	2	piece	
	37	ENVELOPE, DOCUMENTARY, for A4 size document	2	box	
	38	ENVELOPE, DOCUMENTARY, for legal size document	2	box	
	39	ENVELOPE, mailing, white, 70gsm	2	box	
	40	FASTENER, METAL, 70mm between prongs	2	box	
	41	FOLDER, FANCY, for A4 size documents	2	bundle	
	42	FOLDER, TAGBOARD, for A4 size documents	2	pack	
	43	FOLDER, TAGBOARD, for legal size documents	2	pack	
	44	MARKER, PERMANENT, bullet type, black	2	piece	
	45	MARKER, PERMANENT, bullet type, blue	2	piece	
	46	PAPER CLIP, vinyl/plastic coat, length: 32mm min	2	box	
	47	PAPER CLIP, vinyl/plastic coat, length: 50mm min	2	box	
	48	PENCIL, lead, w/ eraser, wood cased, hardness: HB	2	box	
	49	RING BINDER, plastic, 32mm, 84 rings	2	bundle	
	50	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	2	piece	
	51	CUTTER KNIFE, for general purpose	2	piece	
	52	PUNCHER, paper, heavy duty, with two hole guide	2	piece	
	53	SCISSORS, symmetrical, blade length: 65mm min	2	pair	
	54	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	2	unit	
	55	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	10	piece	
	56	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	10	piece	
ABC: 54,162.39					

* 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



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 555-0475
Website: www.depedelsalvadorcity.net | Email: elsalvador.city@deped.gov.ph



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LOT NO.	ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	PRICE QUOTATION
2	57	Bleach Liquid	10	bottle	
	58	Hand Towel	10	piece	
	59	Foot Rags	10	piece	
		ABC:2,145.00			
3	60	Printer 3 in 1 Epson L3110	4	unit	
	61	Printer 3 in 1 Brother DCPT300	4	unit	
	62	Brother DCP L2540	4	unit	
	63	INK, EPSON PRINTER L3110, BLACK, GENUINE	18	bottle	
	64	INK, EPSON PRINTER L3110, CYAN, GENUINE	18	bottle	
	65	INK, EPSON PRINTER L3110, MAGENTA, GENUINE	18	bottle	
	66	INK, EPSON PRINTER L3110, YELLOW, GENUINE	18	bottle	
	67	INK, BROTHER PRINTER DCPT300, BLACK, GENUINE	18	bottle	
	68	INK, BROTHER PRINTER DCPT300, CYAN, GENUINE	18	bottle	
	69	INK, BROTHER PRINTER DCPT300, MAGENTA, GENUINE	18	bottle	
	70	INK, BROTHER PRINTER DCPT300, YELLOW, GENUINE	18	bottle	
71	BROTHER TONER TN2380	13	drum		
		ABC:174,724.00			
4	72	BISCUITS (10PCS/PACK)	2	pack	
	73	MINERAL WATER (350ML)	10	case	
	74	COFFEE (3 IN1)	1	pack	
	75	MILO	1	pack	
		ABC:2,750.00			
		Total ABC: 233,781.39			

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