



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

Name of Procuring Entity: **PSB Elementary School** Request for Quotation (P.R. No.): **2021-01-0001**

Revised on:

Date:

Standard Form/Title: **REQUEST FOR QUOTATION** End-User: **PSB 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


JUNALYN T. ZARAGOSA
 BAC Chairperson

Lot No.	Item No.	ITEMS & DESCRIPTION	QTY	UNIT	PRICE QUOTATION
Procurement of Supplies for MOOE					
1	1	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	6	gallon	
	2	ACETATE, thickness: 0.075mm min (gauge #3)	1	roll	
	3	CARTOLINA, assorted colors	20	pack	
	4	PAPER, Multi-Purpose (COPY) A4, 70 gsm	100	ream	
	5	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	10	ream	
	6	STAPLE WIRE, for heavy duty staplers, (23/13)	10	box	
	7	STAPLE WIRE, STANDARD, (26/6)	20	box	
	8	TAPE, ELECTRICAL, 18mm x 16M min	2	roll	
	9	TAPE, MASKING, width: 48mm (±1mm)	20	roll	
	10	TAPE, TRANSPARENT, width: 24mm	20	roll	
	11	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	5	box	
	12	FASTENER, METAL, 70mm between prongs	25	box	





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1	13	FOLDER, FANCY, for A4 size documents	3	bundle	
	14	FOLDER, FANCY, for legal size documents	4	bundle	
	15	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	1	box	
	16	FOLDER, TAGBOARD, for A4 size documents	3	pack	
	17	MARKER, PERMANENT, bullet type, black	5	piece	
	18	SCISSORS, symmetrical, blade length: 65mm min	20	pair	
	19	TAPE DISPENSER, TABLE TOP, for 24mm width tape	1	piece	
	20	CLEARBOOK, 20 transparent pockets, for A4 size	20	piece	
	21	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	20	piece	
	22	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	20	piece	
	23	PHOTO PAPER, A4	22	pack	
	24	PVC Cover, 100/1	4	pack	
	25	Board Paper, A4, 200gsm	13	pack	
	26	Ballpen, black	20	piece	
	27	Ballpen, blue	20	piece	
	28	Laminating Film, 125 microns	1	roll	
	29	PAPER, Multi-Purpose (COPY) A4, 80 gsm	22	ream	
	30	Chip Board, A4	20	piece	
	31	Daily Time Record	1	pack	
	32	Double Sided Tape, 1inch	20	roll	
	33	CD-RW	5	piece	
		ABC: Php	46,703.17		
	2	1	TOILET TISSUE PAPER, 2-ply, 100% recycled	15	pack
		2	BROOM, soft (tambo)	20	piece
		3	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	20	bottle
		4	DETERGENT POWDER, all purpose, 1kg	20	pack
		5	DISINFECTANT SPRAY, aerosol type, 400-550 grams	8	can
		6	FLOOR WAX, PASTE, RED	20	can
		7	Toilet Cake	5	piece
		ABC: Php	13,018.28		
	3	1	INK, EPSON 0030275, BLACK	15	bottle
		2	INK, EPSON 0030275, CYAN	3	bottle
		3	INK, EPSON 0030275, MAGENTA	3	bottle
4		INK, EPSON 0030275, YELLOW	3	bottle	
5		Ink, Epson L120 (Black T6641)	7	bottle	
6		Ink, Epson L120 (Cyan T6642)	1	bottle	
7		Ink, Epson L120 (Magenta T6643)	1	bottle	
8		Ink, Epson L120 (Yellow T6644)	1	bottle	
9		INK, BROTHER BTD60DK, BLACK	21	bottle	
10		INK, BROTHER BTD60DK, CYAN	4	bottle	





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	11	INK, BROTHER BTD60DK, MAGENTA	4	bottle	
	12	INK, BROTHER BTD60DK, YELLOW	4	bottle	
	ABC:	Php			
		23,357.00			
4	1	Printer, colored, 3-in-1	1	unit	
	ABC:				
	Php	7,700.00			
5	1	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	2	unit	
	ABC:				
	Php	2,288.00			
6	1	ELECTRIC FAN, STAND type, plastic blade	1	unit	
	ABC:				
	Php	856.86			
7	1	Aluminum Magnesium	1	box	
	2	Band Aid	1	box	
	3	Decolgen	30	piece	
	4	Gauze Bandage	1	roll	
	5	Loperamide	10	piece	
	6	MEFENAMIC 500MG	1	box	
	7	Paracetamol, Biogesic, tablet 500mg	30	box	
	ABC:				
	Php	1,753.00			
8	1	Biscuits	2	pack	
	2	Bottled Water, 350 ml	15	bottle	
	3	Coffee (3in1)	2	pack	
	4	Milo	1	pack	
	ABC:				
	Php	660.00			
9	1	ARNIS STICK	2	pair	
	ABC:				
	Php	390.00			
	Total ABC:		TOTAL		QUOTATION:
	Php	96,066.31			

**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

