



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

Name of Procuring Entity: **Taytay Elementary School** Request for Quotation (P.R. No.): **2021-04-0007**

Revised on: _____ Date: April 28, 2021

Standard Form/Title: **REQUEST FOR QUOTATION** End-User: **Taytay 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 04 MAY 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
6. **FREE DELIVERY** for big and in bulk items awarded.

ESTERLINA W. LUMAMBA
 BAC Chairperson

Lot No.	Item No.	ITEMS & DESCRIPTION	QTY	UNIT	PRICE QUOTATION
Procurement of Supplies for MOOE					
1	1	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	75	reams	
	2	PAPER, Multi-Purpose (COPY) A4, 70 gsm	10	reams	
	3	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	7	reams	
	4	BATTERY, dry cell, AA, 2 pieces per blister pack	4	pack	
	5	BATTERY, dry cell, AAA, 2 pieces per blister pack	5	pack	
	6	STAPLE WIRE, STANDARD, (26/6)	18	box	
	7	FASTENER, METAL, 70mm between prongs	5	box	
	8	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	1	box	
	9	FOLDER, TAGBOARD, for A4 size documents	5	pack	
	10	FOLDER, TAGBOARD, for legal size documents	3	pack	
	11	PHILIPPINE NATIONAL FLAG, 100% polyester (3x5ft)	5	piece	
	12	Ribbons Satin 2inches	10	roll	
	13	Medal Ordinary	100	piece	
	14	Ribbon - Awards	100	piece	
	15	Ribbon (Graduate /Parents)	90	piece	
	16	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	8	gallon	
	17	DETERGENT POWDER, all purpose, 1kg	5	pack	





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Lot No.	Item No.	ITEMS & DESCRIPTION	QTY	UNIT	PRICE QUOTATION
1	18	HAND SOAP, Liquid, 500ml	8	bottle	
	19	DISINFECTANT/ BLEACH	8	gallon	
	20	SURGICAL MASK, 3-ply	250	piece	
Total ABC : Php 37,938.84					
2	21	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	2	piece	
	22	FLASH DRIVE, 16 GB capacity	10	piece	
	23	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	1	unit	
Total ABC : Php 7,796.05					
3	24	Printer Inks for Brother T310 Compatible - BLACK	8	bottle	
	25	Printer Inks Brother J200 Converted (Compatible) - BLACK	7	bottle	
	26	Printer Inks for Brother J200 (Genuine) BLACK	3	bottle	
	27	Printer Inks for Brother J200 (Genuine) CYAN	2	bottle	
	28	Printer Inks for Epson L3110 Genuine - BLACK	20	bottle	
	29	Printer Inks for Epson L3110 Genuine - CYAN	10	bottle	
	30	Printer Inks for Epson L3110 Genuine - YELLOW	10	bottle	
31	Printer Inks for Epson L3110 Genuine - MAGENTA	10	bottle		
Total ABC : Php 17,534.00					
4	32	Report Card Form 138 Printing	600	piece	
Total ABC : Php 7,800.00					
5	33	Medal Personalized	3	piece	
	34	Plaque of Recognition	1	piece	
Total ABC : Php 860.00					
6	35	Token for Priest	1	piece	
	36	Token for Guest	1	piece	
Total ABC : Php 1,000.00					
7	37	Tarpaulin Printing	4.54	piece	
Total ABC : Php 2,179.20					
8	38	Mineral Water	60	bottle	
	39	Coffee 3in1	60	piece	
	40	Biscuit	4	pack	
Total ABC : Php 1,240.00					
9	41	Internet Load Card - Globe 100'S	12	card	
	42	Internet Load Card - TM 100'S	8	card	
Total ABC : Php 2,000.00					
Total Quotation : Php			78,348.09		

*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. (085) 555-0475
 Website: www.depedelsalvadorcity.net | Email: elsalvador.city@deped.gov.ph