



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-JHS** Request for Quotation (P.R. No.): **2024-07-0085**

Revised on: _____ Date: 7/15/2024
 Standard Form/Title: **REQUEST FOR QUOTATION** End-User: Molugan National High School - JHS

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 _____ in the return envelope attached herewith.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written
2. PhilGEPS Registration Certificate, Business Permit, Omnibus Sworn Statement (if applicable) and other supporting documents 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 must deliver the supplies within ten (10) days upon receipt of the Purchase Order.
6. Payment shall be made upon complete delivery and inspection of the supplies.
7. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.
8. Do not leave blank or do not write NA. Any incomplete details will not be included.


RAPHY E. BUMA-AT
 BAC Chairperson

Lot 1 : Procurement of Other Supplies			Approved Budget for the Contract (ABC) for LOT 1		Forty Three Thousand Five Hundred Sixty Three Pesos and Nineteen Centavos (Php 43,563.19)	
Lot No.	Item No.	ITEMS & DESCRIPTION	QTY (A)	UNIT	PRICE QUOTATION PER UNIT (B)	SUBTOTAL (A x B)
1	22	BROOM (Walis Tambo)	40	PIECE		
	24	CLEANER, Toilet Bowl and Urinal	40	BOTTLE		
	16	DISHWASHING LIQUID	42	BOTTLE		
	101	TOILET TISSUE PAPER, 12 rolls per pack, 2 ply	45	PACK		
	218	PAPER CUP, 12oz	2	PACK		
	219	PAPER PLATE, Aluminum	4	PACK		
	247	FLOORWAX, Paste, Red 900g	40	CAN		
	TOTAL OFFERED QUOTATION: (Total Amount for all items (LOT 1))					

Lot 1 : Procurement of Other Supplies			Approved Budget for the Contract (ABC) for LOT 1		Forty Three Thousand Five Hundred Sixty Three Pesos and Nineteen Centavos (Php 43,563.19)	
Lot No.	Item No.	ITEMS & DESCRIPTION	QTY (A)	UNIT	PRICE QUOTATION PER UNIT (B)	SUBTOTAL (A x B)
Lot 2 : Procurement of Office Supplies			Approved Budget for the Contract (ABC) for LOT 2		Twelve Thousand Two Hundred Eighty Eight Pesos and Ten Centavos (Php 12,288.10)	
2	6	SIGN PEN, Extra Fine Tip, Black	10	PIECE		
	9	SIGN PEN, Extra Fine Tip, Blue	10	PIECE		
	12	SIGN PEN, Extra Fine Tip, Red	10	PIECE		
	70	GLUE, all-purpose (200G)	45	JAR		
	109	DOUBLE SIDED TAPE, 2 inches	5	ROLL		
	110	DOUBLE SIDED TAPE, 1 inch, foam type	5	ROLL		
	133	VELLUM BOARD PAPER, A4, 180gsm, 10's	90	PACK		
	134	VELLUM BOARD PAPER, Legal, 180gsm, 10's	10	PACK		
	112	BALLPEN, Black	45	PIECE		
	113	BALLPEN, Blue	45	PIECE		
	114	BALLPEN, Red	45	PIECE		
	355	Duct Tape 15m 48mm	5	ROLL		
TOTAL OFFERED QUOTATION: (Total Amount for all items (LOT 2)						
TOTAL ABC		Fifty Five Thousand Eight Hundred Fifty One Pesos and Twenty Nine Centavos (Php 55,851.29)				

*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



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