



Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

REQUEST FOR QUOTATION

No. : 2023-06-121

June 07, 2023

Date

To: All Eligible Bidders

1. Please quote your lowest price inclusive of VAT on the items listed below, subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your authorized representative at the DepEd Division of Zamboanga Sibugay, Pangi, Ipil, Zamboanga Sibugay not later than _____. Receipt of at least one (1) of this quotation is sufficient to proceed with the evaluation.
2. Term and Conditions
 - a. All entries must be READABLE/ TYPEWRITTEN.
 - b. Please fill up the blank section/ columns (Unit price, total price including the grand total).
 - d. Price validity must be within sixty (60) calendar days.
Note: Mayor's Permit and Tax Clearance must be duly authenticated or certified true copy by issuing Agency and PhilGEPS Certification.
 - e. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment and other services from date of acceptance by the procuring entity.

FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL

3. Quotation that exceeds the Approved Budget for the Contract (ABC) shall be automatically disqualified.

AURELIO A. SANTISAS
BAC Chairman

Note: The Head of the Procuring Entity reserves the right to review the quotation of the bidders and reject any and all bids, declare the failure of the procurement process at any time prior to the contract award or not to award the contract pursuant to existing guidelines, without incurring any liability.

Please return in sealed envelope and indicate the RFQ number.

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	unit	Mini Steel Cabinet with 3 drawers (Please see attached PICTURE)	1		
	unit	External Solid State Drive, 3.0 or higher, 1TB	1		
	reams	Short Bond Paper, 70 gsm	40		
	reams	A4 Bond Paper, 70 gsm	40		
	cart	PGI-35 (Black Ink for Canon Portable printer)	6		
	cart	CLI-36 (Colored Ink for Canon Portable printer)	6		
	pc	Stapler No. 605A- with staple wire remover	1		
	pc	Desk Organizer (Please see attached PICTURE)	1		
	set	Desktop Computer SPECS: - Core i5 10th gen with motherboard - 16gb memory - SSD 512GB - Casing with power supply - With keyboard, mouse, and, mousepad - Monitor 23.8"	1		

	pack	Sticky Notes, 0.6 x 2 Inches	20		
	unit	ADS-2200 Scanner Two sided scanning, image center high speed desktopdocument scanner can save single or two sided documents in a single pass at up35 ppm (1) 50-sheet capacity auto document feeder: Scan large volume jobs with the ASD 2200 automatic documents feed with page-continuous scanning. Multiple scan destinations. Scan quickly and submit to multiple destination, including email, OCR, file, image and USB flash memory drive (2)	1		
	unit	256gb SATA 2.5" Solid State Drive (Memory type: DDR)	1		
	unit	3 in 1 Printer (continuous ink) with Auto document feeder which can photocopy/scan legal sized documents	2		
	pcs	Load Card TM @300	10		
	pcs	Load Card SMART @300	10		
	unit	144Hz Curved Gaming Monitor 34 inches - 121% sRGB 144Hz High Refresh Rate 1500R Curvature - Black	1		
	ABC	₱195,270.00		TOTAL	
Purpose:	To be used as additional office supplies and equipment for BAC, Legal, Budget, Accounting, and Supply (Chargeable to TRUST FUND-BAC).				
	<i>This is to submit our price quotation indicated above subject to the terms and conditions of this RFQ</i>				
Suppliers Company Name:				Date:	
Address:				Tel. No.:	
TIN Number:				Cell. No.:	
Supplier's Signature Over Printed Name:				Email Add:	
				Fax No.:	



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