

No. : 2025-06-193

June 16, 2025

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, Pangil, Ipil, Zamboanga Sibugay not later than 23 JUN 2023. 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**.

Note: Eligibility requirements must be attach in every Request for Quotation and duly authenticated or certified true copy for the following documents:

- Mayor's Permit
- Philgeps Registration Member
- Income/Business Tax Return for ABC's with 500,000.00 and above
- Omnibus Sworn Statement for ABC's with 50,000.00 (for winning bidder)

- 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.




MA. COLLEEN L. EMORICHA, EdD., CESO VI
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 RFO number

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	pcs	Stapler	510		
		Technical Specifications			
		Size & Spec: 107x43x23mm			
		Stapling Capacity: 15 Sheets			
		Staple Size: No. 10			
		Color: Assorted			
		Material: ABS Plastic Cover + SPCC Metal Structure + Metal Base			
		Other Features:			
		Low staple indicator			
		High-quality materials for durability and long term use			
		Integrated staple remover for convenient staple remover			
		Terms for Delivery:			
		Expected completion of delivery 7 days upon receipt of approved Purchase Order			
		Items shall be delivered to the Division Office			
		Visible defects shall be within seven (7) working days			
	ABC	56,100.00			
Purpose:	<i>Procurement of additional supplies and materials for the provision of training kits during the conduct of DRRM Capacity Building</i>				
Suppliers Company Name:			Date:		
Address:			Tel. No.:		
TIN Number:			Cell. No.:		
Supplier's Signature Over Printed Name:			Email Add:		
			Fax No.:		



-  Pangl, Ipll, Zamboanga Sibugay, 7001
 0968-520-9123
 zamboanga.sibugay@deped.gov.ph
 depedzamboangasibugay.ph
 DepEd Tayo Zamboanga Sibugay Division