



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

## REQUEST FOR QUOTATION

No. : 2022-05-093

May 05, 2022

Date

**To: All Eligible Bidders**

- 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.
- Term and Conditions
  - All entries must be READABLE/ TYPEWRITTEN.
  - Please fill up the blank section/ columns (Unit price, total price including the grand total).
  - 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.

  - 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**

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

**AURELIO A. SANTISAS**  
BAC Chairman

Please return in sealed envelope and indicate the RFQ number.

Item No.	Unit	Item Specification	Quantity	Unit Price	Total Price
	ream	Bond Paper Sub-20 A4	52		
	pcs	AIR FRESHENER-GLADE 9orange)	5		
	piece	Ballpen (.5) black	13		
	pcs	BALLPEN, BLACK-pilot	24		
	pcs	BATTERY, dry cell, AA, 2 pieces per blister pack	10		
	box	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	12		
	box	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	12		
	cart	Cannon Ink (35)	10		
	cart	Cannon Ink (36)	5		
	ream	Cannon Laid (beige)-ream	2		
	box	Certificate holder	2		
	piece	Chair, with backrest	1		
	box	Correction Tape ( Mr. Wiper)	5		
	box	Correction Tape ( Mr. Wiper) Refill	5		
	piece	CORRECTION TAPE, film base type, UL 6m min	18		
	piece	CUTTER BLADE, for heavy duty cutter	8		
	piece	CUTTER, for general purpose, plastic molded body (medium)	1		
	pcs	Document Filer (3-hole Binder)	4		
	unit	Engineer's FieldBook(Valiant)	2		
	box	ENVELOPE, MAILING, WHITE, 70gsm (-5%)	2		
	cart	INK CART, EPSON C13T664100 (T6641), Black	26		
	cart	INK CART, EPSON C13T664200 (T6642), Cyan	24		
	cart	INK CART, EPSON C13T664300 (T6643), Magenta	20		
	cart	INK CART, EPSON C13T664400 (T6644), Yellow	15		
	cart	INK CART, EPSON (003), Black	2		
	cart	INK CART, EPSON (003), Cyan	2		
	cart	INK CART, EPSON (003), Magenta	2		
	cart	INK CART, EPSON (003), Yellow	2		
	box	FASTENER, METAL, 70mm between prongs	2		
	box	FASTENER, plastic, assorted color	2		
	pack	FOLDER, TAGBOARD, for A4 size documents	1		
	jar	GLUE, all purpose, gross weight: 200 grams min	1		
	bottle	HAND SANITIZER, 500 ml	5		



