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

REQUEST FOR QUOTATION

No. : 2023-08-0177

August 22, 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 29 AUG 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.
   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 processat 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	All in 1 printer	1		
	ream	Paper, multicopy, 80gsm, size: A4	180		
	ream	Paper, multicopy, 80gsm, size: legal	26		
	bottle	Epson L3110 Refill 003 Black	1		
	bottle	Epson L3110 Refill 003 Cyan	1		
	bottle	Epson L3110 Refill 003 Magenta	1		
	bottle	Epson L3110 Refill 003 Yellow	2		
	ABC	**₱65,000.00**	**TOTAL**		
Purpose:	***Supplies used for accounting section.***				

Suppliers Company Name:	**Date:**
Address:	**Tel. No.:**
TIN Number:	**Cell. No.:**
Supplier's Signature Over Printed Name:	**Email Add:**
	Fax No.: