



REQUEST FOR QUOTATION (RFQ)

SOLI NO. 2021-034

To: **ALL ELIGIBLE SUPPLIERS**

I Please quote your lowest price inclusive of VAT on the item(s) listed below, subject to the Terms and Conditions of this RFQ. Submit or send your quotation(s), duly signed by you or your representative, inside an I a sealed I envelope to the Bids and Awards Committee or its Secretariat on or before _____ at DepED Div. Office, Balilahan, Mabua, Tandag City care of JASMIN R. LACUNA, BAC Chair. Please write the Quotation No. 132, your business name and contact no. in front of you envelope. Quotation that exceeds the approved budget for the contract (ABC), (Your item/per lot) shall be rejected. Evaluation and award shall be done on a (per item/per lot) basis. For more information please call us at Telephone No. : (086) 211-4375 care of ENGR. LEA G. GURIMBAO, BAC Secretariat.

SHIRLENE E. CRABAJALES
 BAC Vice Chair

II Particulars

Item/ Lot No.	ITEM & DESCRIPTION / Technical Specifications	Approved Budget the Contract (ABC) in PhP	Quantity	Unit of measure	Brand and Model No.	Unit Cost
	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)		25.00	bottle		
	STAMP PAD INK, purple or violet		5.00	bottle		
	PAPER, Multi-Purpose (COPY) A4, 70 gsm		100.00	ream		
	PAPER, Multi-Purpose (COPY) Legal, 70 gsm		70.00	ream		
	TRASHBAG, plastic, transparent		2.00	roll		
	GS, all cotton, 32 pieces per kilogram min		10.00	bundle		
	GLUE, all purpose, gross weight: 200 grams min		30.00	jar		
	STAPLE WIRE, for heavy duty staplers (23/13)		20.00	box		
	STAPLE WIRE, STANDARD, (26/6)		30.00	box		
	TAPE, ELECTRICAL, 18mm x 16M min		5.00	roll		
	AIR FRESHENER, aerosol, 280ml/150g min		2.00	can		
	TAPE, TRANSPARENT, width: 48mm (±1mm)		30.00	roll		
	BROOM, soft (tambo)		20.00	piece		
	DUST PAN, non-rigid plastic, w/ detachable handle		20.00	piece		
	FLOOR WAX, PASTE, RED		20.00	can		
	CORRECTION TAPE, film base type, UL 6m min		50.00	piece		
	FOLDER, FANCY, for A4 size documents		15.00	bundle		
	FOLDER, FANCY, for legal size documents		15.00	bundle		
	SCISSORS, symmetrical, blade length: 65mm min		30.00	pair		
	STAPLER, BINDER TYPE, heavy duty, desktop		5.00	unit		
	STAPLE REMOVER, PLIER-TYPE		20.00	piece		
	TAPE DISPENSER, TABLE TOP, for 24mm width tape		5.00	piece		
	MARKER, FLUORESCENT, 3 assorted colors per set		10.00	set		
	RING BINDER, 80 rings, plastic, 32mm x 1.12m		1.00	bundle		
	STAPLER, STANDARD TYPE, load cap: 200 staples min		27.00	piece		
	EPSON INK 664 (black)		9.00	cart		
	EPSON INK 664 (yellow)		9.00	cart		
	EPSON INK 664 (magenta)		9.00	cart		
	EPSON INK 664 (cyan)		9.00	cart		
	PHILIPPINE NATIONAL FLAG, 100% polyester		2.00	piece		
	ineo 164 Toner		1.00	bottle		
	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip		36.00	piece		
	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip		30.00	piece		
	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip		30.00	piece		
	Printer EPSON L360		1.00	unit		
	TOTAL	84,576.01				
	For Office Supplies and Other Materials of Mararag ES - Marihatag, Surigao del Sur					

Delivery Period: 20 Days from Suppliers receipt of Purchase (PO)
 Delivered to: DepED Mararag ES - Marihatag, Surigao del Sur
 This is to submit our price quotations as indicated above subject to the terms and conditions of this RFQ

Suppliers Business Name			Tin. No.
Address			
Telephone No.	Fax No.		Email :
Suppliers Authorized Representative's Signature over Printed Name			Date





Balilihan, Mabua, Tandag City, Surigao del Sur, 8300
(086) 211-3225
surigaodelsur.division@deped.gov.ph



ISO Cert. No. AW/PH909100102