



Republic of the Philippines
Department of Education
 Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

REQUEST FOR QUOTATION (RFQ) FOR GOODS

Date: **May 28, 2021**
 RFQ No. : **SOLI No. 2021-051**

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 sealed envelope to the Bids and Awards Committee its Secretariat on or before _____ at DepED Div. Office, Balilahan, Mabua, Tandag City care of GILBERT L. GAYRAMA, BAC Chair. Please write the Quotation No.____, 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
	External Hard Drive (1TB)		5.00	pcs		
	CR RW		50.00	pcs		
	Keyboard (heavy duty		10.00	pcs		
	wireles mouse		10.00	pcs		
	uninterruptible power supply (UPS)		3.00	pcs		
	epson 003 black ink		20.00	pcs		
	epson 003 cyan ink		10.00	pcs		
	eposn 003 magenta ink		10.00	pcs		
	epson 003 yellow ink		10.00	pcs		
	epson 664 black ink		20.00	pcs		
	epson 664 cyan ink		10.00	pcs		
	eposn 664 magenta ink		10.00	pcs		
	epson 664 yellow ink		10.00	pcs		
	epson 004 black ink		20.00	pcs		
	epson 004 cyan ink		10.00	pcs		
	eposn 004 magenta ink		10.00	pcs		
	epson 004 yellow ink		10.00	pcs		
	BT 40 BLACK INK		20.00	pcs		
	BT 40 cyan INK		10.00	pcs		
	BT 40 magenta INK		10.00	pcs		
	BT 40 yellow INK		10.00	pcs		
	universal ink black		20.00	pcs		
	universal ink cyan		10.00	pcs		
	universal ink magenta		10.00	pcs		



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





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	universal ink yellow		10.00	pcs		
	sign pen, blue, liquid/gel ink. 0.5mm needle		50.00	pcs		
	ballpen		100.00	pcs		
	battery dry cell, AAA, 2 pieces per blister pack		20.00	pack		
	battery dry cell, AA, 2 pieces per blister pack		20.00	pack		
	disinfectant spray (510mg)		50.00	can		
	alcohol 500ml		100.00	bot		
	bleaching solution		5.00	gal		
	staple wire no. 35		30.00	box		
	stapler (big)		5.00	pcs		
	puncher, paper, heavy duty with two hole		10.00	pcs		
	ruler, plastic, 450mm (18") width; 38mm		10.00	pcs		
	sticky note 3x3		50.00	pad		
	sticky note 2x3		20.00	pad		
	sticy note 2x2		20.00	pad		
	ring binder 2"		25.00	pcs		
	masking tape 2"		20.00	pcs		
	scotch tape 1"		20.00	pcs		
	expanded folder (green)		50.00	pcs		
	expanded envelope		30.00	pcs		
	rubber band no.16		5.00	box		
	scissors, blade length 65mm min.		5.00	pcs		
	stamp pad, felt, bed		2.00	pcs		
	marker flourescent, 3 assorted colors per set		10.00	set		
	trashbag plastic transparent		5.00	pack		
	glue, all purpose 200 grams		10.00	pcs		
	twine plastic, one kilo per roll		5.00	roll		
	insecticide, aerosol type, net content 60ml		25.00	can		
	For Second Quarter Office Supplies					

Delivery Period: 30 Days from Suppliers receipt of Purchase (PO)

Delivered to: DepEd Surigao del Sur Division- Balilahan, Mabua Tandag City

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	



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