



Region XII
Division Of General Santos City
BIDS AND AWARDS COMMITTEE
DEPARTMENT OF EDUCATION
REQUEST FOR QUOTATION



Date: November 13, 2023
Quotation No.: RFQ 2023-11-250

(Company Name)

(Address)

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.

CARLOS G. SUSARNO PhD, CESO VI
BAC CHAIRMAN

NOTE:

- 1 PLS. PRINT ALL ENTRIES
- 2 DELIVERY PERIOD WITHIN _____ CALENDAR DAYS
- 3 WARRANTY SHALL BE FOR A PERIOD OF SIX(6) MOS. FOR SUPPLIES & MATERIALS, ONE(1) YR. FOR EQUIPMENT,
- 4 FROM THE DATE OF ACCEPTANCE BY THE PROCURING ENTITY
- 5 PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS
- 6 G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
- 7 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED
- 8 BIDDERS SHALL SUBMIT INDIVIDUAL BID PRICE.

ITEM NO.	Item description	unit	quantity	Approved Budget for the Contract		Brand	BID AMOUNT	
				Unit Cost	Total		Unit Cost	Total
Lot 1: Procurement of Office Supplies (4th Quarter) for Division Office Use								
1	CORRECTION TAPE, 8 meters	pcs	25	200.00	5,000.00			
2	Note pad, Stick on, 76mm x76mm ("3x3") min	pad	30	35.00	1,050.00			
3	Note pad, stick on(2"x3")	pad	30	35.00	1,050.00			
4	Note pad, stick on (3"x4")	pad	20	40.00	800.00			
5	Tape, Transparent, Width 24mm (1mm)	roll	20	50.00	1,000.00			
6	Paper Cups, plain color white, 8oz 50 pcs per pack	pack	50	55.00	2,750.00			
7	Multicopy legal	ream	100	250.00	25,000.00			
8	Glue, multi purpose 130 grams	piece	15	100.00	1,500.00			
9	Zip bag, Large, 27 cm x 15 cm, 25s	pack	5	120.00	600.00			
10	Blinking Curtain Lights, 10 LEDs per strand, color:Warm White/yellow, 3 meters, Outdoor	box	20	700.00	14,000.00			
11	Sticker Paper, Matte, Heavy Duty	pack	25	60.00	1,500.00			
12	Sticker Paper, Glossy, Heavy Duty	pack	25	65.00	1,625.00			
13	Paper Plates, silver, 25pcs per pack, regular size	pack	50	50.00	2,500.00			
	***** nothing follows *****							
GRAND TOTAL					58,375.00			

Brand and Model _____
Delivery Period _____
Warranty _____
Price Validity _____

DepEd Division of General Santos City
Name of the Procuring Entity

After having carefully read and accepted your General Conditions, I/ We quote you on the item at prices noted above.

REFERENCE	
PR #	2023-11-250
DATE	November 13, 2023

Printed Name/Signature

Tel. No./Cellphone No. email address

Date

DepEd-GSC/BAC
PHILGEPS REF. No. _____

Date Published: _____

Closing Date: _____

8:00:00 AM

