Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
CITY SCHOOLS DIVISION OF DIGOS CITY
Digos City

REQUEST FOR QUOTATION

19-11-159
RFQ No.
25-Nov-19
Date

Company Name _____
Address _____
Contact No. _____
TIN No. _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative.

For and in the absence of the BAC Chairperson

MELANIE P. ESTACIO, Ph.D
BAC CHAIRMAN

VICENTE C. LABURADA
BAC VICE CHAIRMAN

NOTE:

1. ALL ENTRIES MUST BE LEGIBLY WRITTEN
2. DELIVERY PERIOD MUST BE WITHIN 10 DAYS UPON RECEIPT OF P.O.
3. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS
4. PAYMENT TERM - WITHIN 30 DAYS
5. BIDDERS MUST SUBMIT CERTIFIED PHOTOCOPY OF THE FOLLOWING

REQUIRED DOCUMENTS TOGETHER WITH THE RFQ

a) Mayor's/Business Permit
b) PhilGEPS Registration
c) Income/Business Tax Return
d) Omnibus Sworn Statement (ORIGINAL)

NOTE: For CY 2019, bidders shall submit these documents to DepEd Digos City Division only ONCE

6. **Approved Budget: Php 100,000.00**

(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL)

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
1	**2 Column Library Rack**	pc	3		
	Specifications				
	Dimension: H220 x D450 x L220 cm				
	LIF-LB013/950				
	SUBJECT TO WITHHOLDING TAX				

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

Canvassed by:

11-25-19
Date

_____
Company Name

_____
Telephone/Cellphone Number

_____
Printed Name/Signature of Authorized Representative

Date _____

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