



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



REQUEST FOR QUOTATION

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

RFQ No. **23-08-086B-C**
 Date: **December 12, 2023**
 Date and Time of Opening: **December 20, 2023, 9:30 AM**

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.

BEVERLY S. DAUGDAUG, EdD
 BAC CHAIRMAN

NOTE:

1. ALL ENTRIES MUST BE LEGIBLY WRITTEN.
2. DELIVERY PERIOD MUST BE WITHIN 10 DAYS UPON RECEIPT OF PURCHASE ORDER.
3. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
4. PAYMENT TERM: WITHIN 30 DAYS
5. INDICATE PRICES PER ITEM AND TOTAL AMOUNT
6. 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)
- e) Bank Account Number (Photocopy of any Proof of Bank Account)

NOTE: For CY 2023, bidders shall submit these documents to DepEd Digos City Division only **ONCE**.

7. Approved Budget: **P 236,300.00**

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 2	Laptop	unit	3		
	Core 15-1235U, 8GB DDR4, 512GB SSD, 15.6 FHD, Windows 11 Home MS Office				
	Scanner and Printer	unit	2		
	A3, All-in-printer, flatbed up to legal size/copy/fax with ADF WIFI, Direct/ink: 001				
	LCD Projector	unit	1		
	3,800-lumen (or Higher) displays with native XGA resolution Native Resolution: WXGA (1280 x 800) Apec Ratio: 16:10 Zoom Ratio: 1-1.2 Projector Lense Focal Length 16.90 - 20.28mm Geometric Correction - Horizontal and Vertical Keystone Power supply: 220V Connectivity: Digital Input: HDMI Analog: RCA VGA Input USB				
	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:

12/12/23
 Date

 Company Name

 Telephone/Cellphone Number

 Printed Name/Signature of Authorized Representative

Date: _____