



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. **24-05-053**  
 Date: **May 28, 2024**  
 Date and Time of Opening: **June 3, 2024, 10:00 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.

**NOTE:**

1. ALL ENTRIES MUST BE LEGIBLY WRITTEN.
2. DELIVERY PERIOD MUST BE WITHIN 10 DAYS UPON RECEIPT OF PURCHASE ORDER.
3. PLACE OF DELIVERY: DEPED-SCHOOLS DIVISION OF DIGOS CITY
4. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS.
5. PAYMENT TERM: WITHIN 30 DAYS
6. INDICATE PRICES PER ITEM AND TOTAL AMOUNT
7. 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 2024, bidders shall submit these documents to DepEd Digos City Division only *ONCE*.

8. Approved Budget: **P 18,685.00**

**MARIA GENEVIEVE T. FRANCISQUETE**  
 BAC CHAIRMAN

- For and in the absence of the BAC Chairperson:

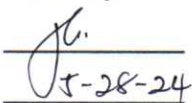
  
**CLARENCE S. PILLERIN**  
 BAC VICE-CHAIRMAN

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 1	<b>Procurement and Delivery of Supplies:</b>				
	<b>Materials for use in the Repair of Comfort Room for Conference Hall</b>				
	Water close with accessories	set	1		
	Urinal 0.8gpf	set	1		
	Faucet (plastic)	piece	1		
	Stainless steel floor drain 4"x4"	piece	1		
	Mirror, 2'x2'	sq.ft.	4		
	Wooden jambs, 2 - 2"x6"x6'	bd.ft.	12		
	Concrete nails, no. 3	kg	1/4		
	Door knob, heavy duty	piece	1		
	Primer acrylic solvent	gallon	2		
	Water-based semi-gloss acrylic paint	gallon	3		
	Lacquer thinner	gallon	1		
	Sand paper, #120	piece	15		
	Paint roller, cotton, no. 6	piece	1		
	Paint roller, cotton, no. 4	piece	1		
	Paint brush, 1 1/2"	piece	2		
	Masking tape, no. 1	piece	4		
	Light bulb, 18W	piece	1		
	Light, single switch	piece	1		
	Teflon tape	piece	2		
	<b>SUBJECT TO WITHHOLDING TAX</b>				

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

Canvassed by:

  
 Date: **5-28-24**

Company Name \_\_\_\_\_

Telephone/Cellphone Number \_\_\_\_\_

Printed Name/Signature of Authorized Representative \_\_\_\_\_

Date: \_\_\_\_\_