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

REQUEST FOR QUOTATION

Company Name		RFQ No.	**24-10-125B**
Address		Date:	**November 14, 2024**
Contact No.		Date and Time of Opening:	**November 19, 2024, 1:30PM**
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.

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 HAVE A PHYSICAL STORE WITH READILY AVAILABLE SUPPLIES IN CASE IN NEED OF POST-QUALIFICATION EVALUATION
8. BIDDERS MUST SUBMIT CERTIFIED PHOTOCOPY OF THE FOLLOWING

REQUIRED DOCUMENTS TOGETHER WITH THE RFQ:

a) Mayor's/Business Permit
b) PhilGEPS Registration
c) 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***.

9. APPROVED BUDGET: **P 6,033.00**

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 2	***Procurement and Delivery of:***				
	Teen Center Supplies at Ruparan NHS				
	Crayons, wax	set	1		
	Oil pastel, heavy color painting set, 24 colors	set	1		
	Acrylic paints, textile fabric painting	set	1		
	Canvas, painting 24 pieces water color pigments	set	2		
	Artist pad, A4/8k thick, spiral sketchbook, 30 sheets	piece	1		
	Paint brush, brush painting, wooden	piece	1		
	Paint brush, artist brushes, nylon brush pen	piece	1		
	Color pencils, wooden cylindrical case, 36 colors	set	1		
	Sanitary pads, cotton, soft with wings	piece	20		
	Tissue, use for facial, made of crepe paper	pack	1		
	Wet wipes, non woven of fabrics made of polyester or polypropylene/bamboo fibre	pack	1		
	Curtain, brown, cotton	piece	3		
	Curtain, white, cotton	piece	3		
	Alcohol, 70%, 500ml	bottle	2		
				GRAND TOTAL:	
	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:

Signature over Printed Name

Date

Company Name

Telephone/Cellphone Number

Printed Name/Signature of Authorized Representative

Date: _____