

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

REQUEST FOR QUOTATION

| Company Name | RFQ No. 24-12-148B | | |
|---|---|--|--|
| Address | Date: December 10, 2024 | | |
| Contact No. | Date and Time of Opening: December 16, 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. | MARIA GENEVIEVE T. FRANCISQUETE | | |
| 2. DELIVERY PERIOD MUST BE WITHIN 10 DAYS UPON RECEIPT OF PURCHASE ORDER. | BAC CHAIRMAN | | |
| 3. PLACE OF DELIVERY: DEPED-SCHOOLS DIVISION OF DIGOS CITY | For and in the absence of the BAC Chairperson: | | |
| 4. PRICE VALIDITY MUST BE WITHIN THIRTY (30) DAYS. | Ĺ | | |
| 5. PAYMENT TERM: WITHIN 30 DAYS | (| | |
| 6. INDICATE PRICES PER ITEM AND TOTAL AMOUNT | CLARENCE S. PILLERIN | | |
| 7. BIDDERS MUST HAVE A PHYSICAL STORE WITH READILY AVAILABLE SUPPLIES IN CASE IN NEED | BAC VICE-CHAIRMAN | | |
| 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: **<u>P</u> 3,050.00**

(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: | | | | |
| | | | | | |
| | Materials for the Division Capacity Building of Personnel on Revised | | | | |
| | Rules of the DepEd Administrative Cases and Training Workshop on | | | | |
| | Formal Investigation Procedures and Techniques | | | | |
| | | | | | |
| | Certificate holder, A4 (8.3 x 11.7 inches), neutral tones like black, | piece | 6 | | |
| | navy blue, or brown | | | | |
| | Gel pen, gel-based ink, medium tip, 0.7mm, black | piece | 6 | | |
| | Oslo paper, 9x12 inches | ream | 1 | | |
| | Planner, with printed name to wit: | piece | 6 | | |
| | 1. ATTY. LORENZA C. PITULAN | | | | |
| | 2. ATTY. SHEMELYN D. GAMOROT-BILBAO | | | | |
| | 3. ATTY. DARWIN Z. PULIDO | | | | |
| | 4. ATTY. JIMAR C. BALO | | | | |
| | 5. ATTY. MARULI ALI G. SANCHEZ | | | | |
| | 6. ATTY. BILLY ANJO A. LABRADORES | | | | |
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| GRAND | | | | | |
| | 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.

Company Name

Signature over Printed Name

Canvassed by:

Date

Telephone/Cellphone Number

Printed Name/Signature of Authorized Representative

Date: