



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. **23-11-131**

Date: **November 9, 2023**

Date and Time of Opening: **November 15, 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.

for
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 163,540.00**

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

ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
Lot 1	Procurement of Printing Services for the Bridging Primer II				
	Teacher's Guide	piece	120		
	Number of pages: 242				
	Paper size: 8.27"x10.69" (A4 Portrait)				
	Paper type cover: Foldcote cal. 10 solid white				
	Inside page: Uncoated book paper, 70gsm, 80% brightness, 90% opacity				
	Colors:				
	Cover: 4 colors with 1 side UV coating or better				
	Inside pages: 1 color (black only)				
	Binding: Perfect bound/Hard bound				
	Learner's Material	piece	361		
	Number of pages: 191				
	Paper size: 8.27"x10.69" (A4 Portrait)				
	Paper type cover: Foldcote cal. 10 solid white				
	Inside page: Uncoated book paper, 70gsm, 80% brightness, 90% opacity				
	Colors:				
	Cover: 4 colors with 1 side UV coating or better				
	Inside pages: 1 color (black only)				
	Binding: Perfect bound/Hard bound				
	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:

RENIL R. COLES

Date _____

Company Name _____

Telephone/Celphone Number _____

Printed Name/Signature of Authorized Representative _____

Date: _____