



Region XI SCHOOLS DIVISION OF DIGOS CITY

Digos City



Printed Name/Signature of Authorized Representative

Date:

REQUEST FOR QUOTATION

Company Name Address Contact No. TIN No.		Pate and Time of Opening: March 6, 2024, 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. 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)		MARIA GENEVIEVE T. FRANCISQUETE BAC CHAIRMAN CLARENCE S. PILLERIN, EdD Public Schools District Supervisor				
NOTE: F	e) Bank Account Number (Photocopy of any Proof of Bank Account) or CY 2024, bidders shall submit these documents to DepEd Digos City Division only ONCE.					
8. Approved Budget						
	(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF	YOUR BID PROPO	SAL)			
ITEM NO.	ITEM & DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE	
Lot 1	Supply and Delivery of:	span	1			
	Window Blinds, 52" x 53", shade of brown					
	Inclusive of Installation					
	4					
	SUBJECT TO WITHHOLDING TAX					
				IN SECTION		
Canvassed by:	_	After having o	After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. Company Name			
Date	<u> </u>		Telephone/Cellphone Number			