



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY



REQUEST FOR QUOTATION

RFQ No.: 21-143
PR no.: 21-09-143
Div./Office: SDD
Date issued: 9-8-2021

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the General duly Conditions on the last page, stating the shortest time of delivery and submit your quotation signed by your representative not later than 9-17-21 in the return envelope attached herewith.

FELECIARIO L. AGSADAY JR.
BAC Chairperson

Item No.	Item and Description	Unit	Qty.	Unit Price	Total
1	Acetate 300 Microns PVC Binding Cover Book	ream	2		
2	Alcohol, ethyl, 68%-72%, scented 500ml	bottle	24		
3	Disinfectant Spray, aerosol type, 400-550 grams	cans	6		
4	Toilet Tissue Paper, 2-ply, 100% recycled	pack	12		
5	Sign Pen, Blue, liquid/ gel ink, 0.5mm needle tip	pcs	36		
6	Pencil, lead with eraser, wood cased, hardness: HB	box	3		
7	Marker, whiteboard, black, felt tip, bullet type	pcs	12		
8	Marker, whiteboard, blue, felt tip, bullet type	pcs	12		
9	Marker, Permanent, bullet type, black	pcs	12		
10	Note Pad, stick on, 51mmx76mm (2"x3") min	pad	10		
11	Note Pad, stick on, 76mmx76mm (3"x3") min	pad	10		
12	Note Pad, stick on, 76mmx100mm (3"x4") min	pad	10		
13	Rubber Band, 70mm min lay flat length	bun	1		
14	Paper, Multi-Purpose (Copy) A4, 70 gsm	ream	10		
15	PAPER, multi-purpose, legal, 70gsm	ream	10		
16	Record Book, 500 Pages, size: 214mmx 278mm min	book	2		
17	Face Mask, 3-ply	box	50		
18	External Hard Drive, 1TB, 2.5" HDD, USB 3.0	pcs	1		
19	Calculator, compact, 12 digits	uni	1		

20	Folder, Tagboard, for A4 size document	pac	1		
21	Folder, Tagboard, for legal size document	pac	1		
22	Envelope, Expanding, Kraftboard, for legal size document	box	1		
23	Certificate Frame, Wood, A4 Size, Landscape	pc	15		
24	Certificate Holders A4 size	pcs	60		
25	Clip, Backfold, all metal, clamping: 19mm (-1mm)	box	5		
26	Clip, Backfold, all metal, clamping: 25mm (-1mm)	box	5		
27	Clip, Backfold, all metal, clamping: 32mm (-1mm)	box	5		
28	Clip, Backfold, all metal, clamping: 50mm (-1mm)	box	5		
29	Scissors, symmetrical, blade length: 65mm min	pair	2		
30	Special Paper A4 size 10 pcs/pack	pack	25		
31	Glue, all purpose, gross weight: 200 grams	jar	5		
32	Clearbook, 20 transparent pockets, A4 size	piece	2		
33	Clearbook, 20 transparent pockets, Legal size	piece	2		
34	Tape, Masking, width: 24mm (1mm)	rol	1		
35	Tape, Packaging, width: 48mm (1mm)	rol	1		
36	Tape, Transparent, width: 24mm (1mm)	rol	1		
37	Fastener, Metal, 70mm between prongs	box	2		
38	Printer, 3 in 1 Continuous Ink w/ Long Scanner	Unit	1		
39	Ink Compatible w/ Item No. 40	set	6		
40	Staple, heavy duty, binder type	Unit	1		
41	Staple remover, plier type	pcs	1		
42	Puncher, heavy duty	pcs	1		
43	Tarpaulin 5 x 3	pc	5		
44	Plaques (10x 5.5 inches, 2mm acrylic)	pc	15		
45	Eco bag w/ printing	pc	50		
				TOTAL:	-

Purpose: Materials for the conduct of meeting and awarding for the 2021 Search for the Top Performing Schools and Employees in the Division of Tabuk City. *MBC = 94.220.17*

Business Name: _____
 Printed Name & Signature of _____
 Dealer/Authorized Rep.: _____
 Business address: _____
 Contact No.: _____