

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**DIVISION OF BOHOL**  
City of Tagbilaran

**REQUEST FOR QUOTATION**

RFQ NO.: 2020-12-012381  
DATE: 12-16-2020

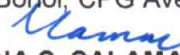
Name of Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Business Permit No. \_\_\_\_\_  
TIN No. \_\_\_\_\_

Please quote your best offer for the item described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation.

Submit your quotation duly signed by you or your duly representative and copies of the following eligibility requirements not later than \_\_\_\_\_.

1. DTI/SEC Registration
2. Business Permit
3. Latest Annual Income Tax/EFPS
4. Certificate of PhilGEPS Registration
5. Other Supporting Documents

**Sealed Quotations** may be submitted or mailed at DepEd-Division Office, Division of Bohol, CPG Avenue, Tagbilaran City.

  
**MARINA S. SALAMANCA**  
BAC Chairperson

After having carefully read and accepted the Terms and Conditions, I/we submit your quotation/s for the item/s as follows:

Item/Description	QTY	Unit	Approved Budget for the Contract	OFFER					REMARKS
				PRICE			Compliance with Technical Specifications (Please Check)		
				QTY	Unit Price	Total Price	Yes	No	
Procurement of Office and School Supplies for ALIVE Classes of Madrasah School of Ubay CES and Jagna CES									
3-in-1 Multi-function Printer (Scanning, Printing, Photocopying)	4	Unit	38,000.00						
Epson 003 Ink Set (28 bottles per color - black, yellow, magenta, cyan)	112	Btls.	43,120.00						
Bond Paper, short, subs 20	140	Ream	26,460.00						
Stapler #35	7	Pcs.	3,080.00						
Staple Wire #35	7	Box	420.00						
6-in-1 Laminator with 3-way cutter	2	Unit	10,400.00						
Laminating Film, long – 250 microns (100 sheets)	7	Pack	8,400.00						
External Hard Drive	7	Pcs.	4,015.00						
Permanent Marker	7	Box	3,304.00						
Expanding Envelope, legal	400	Pcs.	7,600.00						
Folder Organizer	1	Pc.	1,050.00						
All-purpose Glue, 130g	28	Btls.	1,736.00						
Folder, long, white	400	Pcs.	2,800.00						
Plastic Envelope with handle	300	Pcs.	23,700.00						
Puncher	7	Pcs.	1,015.00						
Cartolina - 175 pcs. Pink - 350 pcs. Blue - 175 pcs. Red - 350 pcs. Green - 350 pcs. White	1,400	Pcs.	9,800.00						
Ball Pen, black	700	Pcs.	5,600.00						
TOTAL			190,500.00						
x-x-x-x-x-x-x-x									
Purpose: For use in the ALIVE Classes of Madrasah School of Ubay CES and Jagna CES									

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\_\_\_\_\_  
(Signature Over Printed Name)