

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

**REQUEST FOR QUOTATION**

RFQ NO.: 2021-08-012711  
 DATE: 08-27-21

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.

  
**DR. DANILLO B. GUELOS AO**  
 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	
Supplies for the NEO-Personality Inventory Assessment Roll-Out									
Epson Printer L3110	1	unit	12,500.00						
Epson Ink Black 003	5	btls	1,625.00						
Epson Ink Cyan 003	3	btls	1,050.00						
Epson Ink Magenta 003	2	btls	700.00						
Epson Ink Yellow 003	3	btls	1,050.00						
Bond Paper Short	40	rms	8,000.00						
Stapler No.10	3	pcs	600.00						
Expanded Long Brown Envelope	60	pcs	1,200.00						
Storage Box	2	pcs	1,000.00						
Pencil No. 2	1	box	100.00						
Ball Pen	1	box	315.00						
Masking Tape	3	pcs	150.00						
Alcohol Spray	3	pcs	450.00						
Face Mask	3	box	600.00						
Face Shield	6	pcs	120.00						
<b>TOTAL</b>			<b>29,460.00</b>						
x-x-x-x-x-x-x-x-x-x									

**Purpose:** for use in the Roll-Out of NEO-Personality Inventory Assessment.

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