

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

REQUEST FOR QUOTATION

RFQ NO.: 2021-11-01793
 DATE: 11-17-21

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. DANILO G. GUDELOSAO
 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	
Training Materials for the 2021 Performance Review and Assessment of SDO, IUs and Non-IUs Finance Staff, SOMFM TWG Post Evaluation Awarding and Ceremonial Turn-Over									
Hand Sanitizer, 50ML, 75% Alcohol solution with Vit. E and Aloe	265	bottles	13,250.00						
N88 Face Masks, 3 ply, FDA Approved, 50 pcs per box	6	boxes	1,560.00						
ID Jacket Horizontal, 85mmx54mm, waterproof with header	220	pieces	4,015.00						
ID Lanyard with rope holder 1cm, color yellow	45	pieces	400.50						
ID Lanyard with rope holder 1cm, color blue	45	pieces	400.50						
ID Lanyard with rope holder 1cm, color green	45	pieces	400.50						
ID Lanyard with rope holder 1cm, color pink	45	pieces	400.50						
ID Lanyard with rope holder 1cm, color red	45	pieces	400.50						

ID Lanyard with rope holder 1cm, color orange	45	pieces	400.50						
Construction Paper, short	2	reams	384.80						
Ballpoint Pen, 0.7mm, retractable, green ink	265	pieces	1,722.50						
Manila Paper	10	pieces	50.00						
Cartolina, white	4	pieces	20.80						
A6 pouch envelope, 23.54x12cm, waterproof, assorted color	265	pieces	10,202.50						
Certificate Holder, 8.25" x 11.6" size A4	40	pieces	4,200.00						
Specialty Paper, 200gsm, size A4, 10sheets/pack	4	packs	312.00						
2022 Planner Notebook, Hardbound	30	pieces	10,500.00						
Retractable Gel Pen, 0.55mm, black	30	pieces	735.00						
TOTAL			49,355.60						
x-x-x-x-x-x-x-x-x-x									

Purpose: to be used in the 2021 Performance Review and Assessment of SDO, IUs and Non-IUs Finance Staff, SOMFM TWG Post Evaluation Awarding and Ceremonial Turn-Over

(Signature Over Printed Name)

Terms and Conditions

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of Thirty(30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation (for goods)
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The item/s shall be delivered on the date and place specified in the purchase order and shall commence from the receipt thereof.
8. The Inspection Committee shall have the right to inspect and/or to test the goods to confirm their conformity of the technical specifications.
9. Liquidated damages equivalent to the one-tenth of one percent of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Head of the Procuring Entity shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.