

## REQUEST FOR QUOTATION

RFQ NO.: 2023-05-0156  
DATE: 05-29-2023

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. 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	
<b>Procurement of Semi-Expendable Office Equipment for the Budget Unit.</b>									
<b>Laptop Computer</b> * Processor: Intel Core i5-1235U * Display: 15.6" Full HD 1920 x 1080 * Memory: 8GB of DDR4 * Storage: 512GB NVMe SSD * GPU: Intel UHD Graphics or higher * OS: Windows 11 Home	1	unit	40,000.00						
<b>Paper Shredder</b> * Shred Capacity: 12 sheets * Shred Size: 3.25mm * Continuous Run Time: 10 mins. * Bin Capacity: 23L * Machine Noise: <58dB * Machine Power: 240W * Machine Size: 370*235*545mm. * Intelligent induction, overheat protection, stop protection, auto reverse * Visible Paper Bucket	1	unit	15,000.00						
<b>TOTAL</b>			<b>55,000.00</b>						
X-X-X-X-X-X-X-X-X-X-X									

**Purpose:** For use in Budget Unit office.