



Republic of the Philippines
Department of Education
 CARAGA REGION
SCHOOLS DIVISION OF BUTUAN CITY

REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF COMPUTER SUPPLIES AND

Package: EQUIPMENT - 4TH QUARTER

Supplier: _____

Address: _____

Supplier's Contact No.: _____ Email: _____

Name of Authorized Representative: _____

TIN: _____ VAT ☐ Non-VAT ☐

PR No.: 23-10-227

Date: 10-24-23

Canvass No.: _____

PhilGEPS Reg. No.: _____

DBP Account No.: _____

OTHER Bank: _____

Please quote your lowest price/s on the item/s listed below. You are requested to return this quotation in duly sealed envelope which will be opened by a duly authorized representative.

Bids will be received until **October 27, 2023** and will be opened on the same day at **9:00 in the morning**.

Very truly yours,

CORAZON P. ROA, EdD
 BAC Chairperson

End-User: H. Garcia

ITEM NO.	QUANTITY	UNIT	AGENCY SPECIFICATIONS	BIDDERS SPECIFICATIONS	UNIT COST	TOTAL AMOUNT
			LOT 2 - COMPUTER SUPPLIES AND EQUIPMENT			
	1	cartr	Epson Ribbon LX310			
	9	bot	Ink, Epson C13T664100, Black - genuine			
	5	bot	Ink, Epson C13T664200, Cyan (C) - genuine			
	5	bot	Ink, Epson C13T664300, Magenta (M) - genuine			
	5	bot	Ink, Epson C13T664400, Yellow (Y) - genuine			
	17	bot	Ink, Epson 003, Black - genuine			
	56	bot	Ink, Epson 003, BCMY - genuine			

☐ Cash-on-Delivery Basis

☐ Cash-on-Pick-up Basis

☐ Order Basis upon P.O. in ____ days

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 2023 at _____, Philippines.

QUOTATION submitted by:

REMARKS: _____

Supplier's Name & Signature

Supplier's Position/Designation

This form is to be submitted not later than

Bid Opening: October 27, 2023

CANVASSED by:

NOTE: _____

Canvasser's Name & Signature