



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

REQUEST FOR QUOTATION

Supply and Delivery of Office Supplies and Equipment for the Printing of Test and Learning Resources and Other Materials related to the Conduct of

Package: PISA
 Supplier: _____
 Address: _____
 Supplier's Contact No.: _____ Email: _____
 Name of Authorized Representative: _____
 TIN: _____ VAT ☐ Non-VAT ☐

PR No.: 2025-01-016 L2
 Date: _____
 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 February 17, 2025 and will be opened at 10:00 AM on the same day.

Very truly yours,

ISRAEL B. REVECHE, PhD
 BAC Co- Chairperson

End-User: C. Catalan

ITEM NO.	QUANTITY	UNIT	AGENCY SPECIFICATIONS	BIDDERS SPECIFICATIONS	UNIT COST	TOTAL AMOUNT
			LOT 1- OFFICE SUPPLIES AND EQUIPMENT			
	2	units	All-in-one-Ink Tank Printer (Print, Scan, Copy)with auto document feeder (ADF), Spill free, Error-free refilling , wifi, wifi direct, borderless printing			
	6	bottles	Genuine Ink, Cyan			
	6	bottles	Genuine Ink, Magenta			
	6	bottles	Genuine Ink, Yellow			
	6	bottles	Genuine Ink, Black			
	12	units	Laptop Computer 15.6" FHD Slim Laptop, AMD Ryzen 3 7320U Quad Core Processor, 8GB DDR5 RAM, 128GB SSD, Windows 11 Home, Fast Charging, Webcam Shield - Mixed Black			
						ABC: 467,200.00
**** NOTHING FOLLOWS ****						

*** Once there is complete delivery and duly inspected or accepted; payment processing will be initialized.**

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 2025 at _____, Philippines.

REMARKS: _____

QUOTATION submitted by:

Supplier's Name & Signature

Supplier's Position/Designation

This form is to be submitted not later than

Bid Opening: February 17, 2025

CANVASSED by:

NOTE: _____

ITEM NO.	QUANTITY	UNIT	AGENCY SPECIFICATIONS	BIDDERS SPECIFICATIONS	UNIT COST	TOTAL AMOUNT
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Canvasser's Name & Signature