



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 and Distribution of SY2025-2026 Quarters 1-4 Worksheets and Lesson Exemplars for the Pilot Implementation of MATATAG Curriculum

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

PR No.: 2025-05-118 L1
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 May 26, 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: D.,ORBILLOS

ITEM NO.	QUANTITY	UNIT	AGENCY SPECIFICATIONS	BIDDERS SPECIFICATIONS	UNIT COST	TOTAL AMOUNT
			MULTIFUNCTIONED PRINTERS AND GENUINE INK			
	15	units	Multifunction Inkjet Colored Printer, Integrated Ink Tanks, Spill and Error-Free Refilling, Wifi, Wifi Direct, Borderless Printing, Print, Scan, Copy, Print Speeds up to 15ipm for black and 8ipm for colour, with Automatic Document Feeder (ADF), Auto-Duplex Printing, up to 250 sheets capacity, 2 years Warranty			
	100	sets	Genuine CMYK Ink sets (Black, Cyan, Magenta, Yellow) for brand new multifunction inkjet colored printer			
	100	bottles	Genuine Ink Cyan for Epson 003			
	100	bottles	Genuine Ink Magenta for Epson 003			
	100	bottles	Genuine Ink Yellow for Epson 003			
	300	bottles	Genuine Ink Black for Epson 003			
						ABC:630,000.00

* 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.

QUOTATION submitted by:

REMARKS: _____

Supplier's Name & Signature

This form is to be submitted not later than

Bid Opening: May 26, 2025

NOTE: _____

Supplier's Position/Designation

CANVASSED by:

Canvasser's Name & Signature