



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO ORIENTAL

REQUEST FOR QUOTATION

Company Name: _____

Date: July 29, 2025

Address: _____

Quotation No.: 2025-07-0012-3

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **August 04, 2025** in the return envelope attached herewith.


CHRISTIAN N. SANGO
BAC Chairperson

- Note:
1. All entries must be typewritten.
 2. Delivery period within _____ calendar days upon receipt of the Purchase Order.
 3. Warranty shall be for a period of six (6) months for suppliers and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
 4. Price validity shall be for a period of 45 calendar days.
 5. PhilGEPS Registration Certificate shall be attached upon submission of the Quotation.
 6. Bidders shall submit Original Brochures showing certificates of the product being offered.

Stock/ Property	Unit	Item Description	Qty	Unit Price	Total Cost (VAT Inclusive)
1	pcs	Lot 3 Certificate Holder, A4 size	70		
2	pcs	Expandable Folder (green color)	20		
3	BOX	A4 Size Bond Paper Per Ream 500 Sheets	1		
4	BOX	Pentel Pen, broad, black in color	1		
5	pcs	Token	3		
		Vacuum Insulated Mug 14oz			
		Wide mouth w/ flip cap Vacuum Insulated Stainless Steel			
		Drinking Water Bottle (4 different color)			
		<ul style="list-style-type: none">• Stainless Steel• Double-wall• Durable• Vacuum-insulated• Leak proof• BPA Free• 12 hours hot; 24 hours cold• Convenient to use			
6	BOX	Value Pack of Black Metal Binder Clips / Paper Clamps 32 mm	5		

Brand and Model: _____
Delivery Period: _____
Warranty: _____
Price Validity: _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Canvasser/s

Printed Name / Signature
Bidder

Property	Unit	Item Description	Qty	Unit Price	Total Cost (VAT Inclusive)
7	BOX	Value Pack of Black Metal Binder Clips / Paper Clamps 25 mm	5		
8	BOX	Staple Wire	1		
9	BOX	Vinyl Coated Paper Clip 33mm	2		
10	BOX	Vinyl Coated Paper Clip 50mm	2		
11	pcs	OFFICE SUPPLIES Tote Bag black personalized, size: 13 x 16 with notebook and ballpen -Please see attach file:	70		
12	BOX	OFFICE SUPPLIES Staple Wire No.35 5000S - Fits All Standard Staplers - Contains 5,000 Staples Per Box - Other Staple Wire Details: 26/6, Chisel Tip	2		

Purpose: **DRRM CARES Formulation of Learning Service Continuity Plan Training in line with DepEd Order 22, s 2024**

Activity Date: August 14-15, 2025

ABC: **35,200.00**

Brand and Model: _____
 Delivery Period: _____
 Warranty: _____
 Price Validity: _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

 Canvasser/s

 Printed Name / Signature
Bidder