



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

**REQUEST FOR QUOTATION**

Company Name: \_\_\_\_\_

Date: April 06, 2026

Address: \_\_\_\_\_

Quotation No.: 2026-03-0015-2

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 April 10, 2026 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)
		<b>Lot 2</b>			
1	ream	Book Paper (Legal)	10		
2	ream	Book Paper (A4)	10		
3	pcs	Ink	2		
		Brother Blk D60			
4	pcs	2) Brother BT5000 C	2		
5	pcs	Brother BT5000 M	2		
6	pcs	Brother BT5000 Y	2		
7	ream	Assorted Color Construction paper (Long) (100pcs/ream)	3		
8	box	Pencil 2 (Medium) (12pcs/box)	3		
9	pcs	Gel Tech Pen Black 0.7mm	50		
10	pcs	Gel Tech Pen Blue 0.7mm	49		
11	pcs	Ball point pen Black 0.5 mm	50		
12	pcs	Ball point pen Blue 0.5 mm	50		

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

