



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

REQUEST FOR QUOTATION

Date: July 28, 2026  
RFQ No.: 2026-07-0022-3

Company Name:

Address:

Please quote your lowest price on the item/s listed below, subject to the General on the last page, stating the shortest time of the delivery and submit your quotation duly signed by your representative not later than August 3, 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 supplies 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/<br>PROPERTY | UNIT | ITEM DESCRIPTION                                       | QTY | UNIT PRICE | TOTAL COST(VAT<br>INCLUSIVE) |
|--------------------|------|--------------------------------------------------------|-----|------------|------------------------------|
| LOT 3              |      |                                                        |     |            |                              |
|                    | ream | Book Paper A4                                          | 16  |            |                              |
|                    | ream | Certificate Paper A4                                   | 4   |            |                              |
|                    | pc   | Certificate Holder A4                                  | 100 |            |                              |
|                    | pax  | Medals ( 6 cm diameter, approximately 30 grams - GOLD) | 300 |            |                              |
|                    | pc   | Trophies small 8 inches                                | 26  |            |                              |
|                    | pc   | Trophies (Med) 10 inches                               | 40  |            |                              |
|                    | pc   | Trophies Large 12 inches                               | 20  |            |                              |

Purpose: 2026 DIVISION SPECIAL NEEDS EDUCATION (SNED) FUN DAY

Activity Date: September 08, 2026

ABC: 88,000.00

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