



Republic of the Philippines
Department of Education
Region X - Northern Mindanao
DIVISION OF OZAMIZ CITY
City of Ozamiz



IBJT Compound, Carangan, Ozamiz City
Telephone (088) 545-0988 Fax No. (088) 545-0990
Website: www.depedozamiz.net / Email: deped1miz@gmail.com

REQUEST FOR QUOTATION

Procuring Entity:	DepED, Division of Ozamiz City	RFQ No.:	
Office/End-User:	LABINAY NATIONAL HIGH SCHOOL-SHS	PR No.	2024-02-00
Purpose:	Other Supplies and Materials Expense	Date:	02- -2024

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period is within 10 days from date of receipt of Purchase Order (PO).
- Avoid quoting if stocks are not available within the period stipulated.
- Warranty shall be for a minimum of three (3) months for supplies and materials from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.
- Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay on items not delivered.

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit your quotation duly signed by your representative not later than 2 days after the receipt of this document.

Very truly yours,


JOJIEY HONCULADA
BAC CHAIRMAN

Company Name:	
Address:	
Telephone No./ Fax No.	Philgeps Registration No.:

Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand	Unit Price	Total Price
1	1	Unit	Laptop	40,000.00			
2	1	Unit	Tent	5,000.00			
3	1	Unit	World Map, Large	1,500.00			
4	1	Unit	Asian Map, Large	1,500.00			
5	1	Unit	External Hard Drive, 1TB,2.5HDD,USB 3.0	3,000.00			
			nothing follows				
TOTAL				51,000.00			

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

Note:

- Amount Below Php 50,000.00
 - * please attach MAYOR'S BUSINESS PERMIT (photocopy only)
- Amount Above Php 50,000.00
 - * please attach MAYOR'S BUSINESS PERMIT (photocopy only)
 - * Omnibus Sworn Statement (photocopy only)
 - * Latest Income Business Return (photocopy only)

Printed Name over signature

Name of Store/Tel/Cel No.

Date:



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School: **Labinay National High School - Senior**

For item Specifications:

item	description
Laptop	I5 core , 1 TB, ram 4gb with SSD or I3 core , 512 GB, ram 4gb with SSD
Asian Map	Cloth ,4 x 8 size
World Map	Cloth ,4 x 8 size
Tent	Camping type, capacity of 8-10 persons, rain and windproof With its accessories