



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.ozamiz.deped.gov.ph/ Email: ozamiz.city@deped.gov.ph

REQUEST FOR QUOTATION

Procuring Office/End-Purpose:	DepED, Division of Ozamiz City OSDS Division Office, OSME 1st Quarter 2024	RFQ No.:	APR24-73
		PR No.	2024-04-73
		Date:	April 20, 2024

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.
- Delivery period within 30 days from the receipt of Purchase Order and delivered goods/services must be in accordance to accepted offer of the bidder.**
- Avoid quoting if stocks are not available within the period stipulated.
- Price Quotation/s shall be inclusive of all taxes, charges or fees.
- Warranty security shall be for a minimum of **three (3) months for expendable supplies and 1 year for non-expendable supplies** from date of acceptance by the end-user.
- Price validity shall be for a period of Forty Five (45) 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.
- Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to conform the compliance with the technical specifications.
- 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.
- Quotations submitted must be **sealed**.
- Payment shall be made after the delivery/activity and upon the submission of the required document/s such as: Order slip/Billing Statement by the supplier. Our servicing bank: Development Bank of the Philippines shall credit the amount due to the bank account of the supplier/contractor. **Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.**
- Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.
- The RFQ, Purchase Order and other related documents for the above-stated projects shall be deemed to form part of the contract.

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit/email your quotation duly signed by your representative not later than April 25, 2024 at 12:30 PM.

Very truly yours,

DIONESIO L. LIWAGON, JR., CESE

ASDS/BAC Chair

Company Name:	
Address:	
PhilGEPS Reg. Number	

Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand/Model and Specifications	Unit Price	Total Price
Manner of Awarding: "Per Item Basis"							
1	1	pcs	Printer Wi-Fi All-in-One Ink Tank Printer with	9,000.00			
2	1	piece	Scientific Calculator	1,600.00			
3	5	bottle	T664 Ink Bottle 70ml Black	325.00			
4	1	bottle	T664 Ink Bottle 70ml Cyan	325.00			
5	1	bottle	T664 Ink Bottle 70ml Magenta	325.00			
6	2	bottle	T664 Ink Bottle 70ml Yellow	325.00			
7	1	piece	Steel Rack 5 tier	9,000.00			
8	1	piece	Self Inking Stamp (RECEIVED)	1,000.00			

9	1	piece	Self Inking Stamp (RELEASED)	1,000.00			
10	1	piece	Emergency Light	2,000.00			
11	100	piece	Feeds Sacks	20.00			
12	2	pc	Clip Board (Legal Size)	110.00			
13	3	piece	Trash Bin, Min.8 liters, swing cover	200.00			
14	2	piece	Trash Bin, Min.15 liters,Step-Open Plastic	500.00			
15	3	liter	Multi-purpose cleaner 1L rose fresh	106.00			
16	10	pouch	Detergent Powder, flower scent, all purpose, 1kg	55.00			
17	5	piece	Rags, face towel, Cotton Yarn/microfiber	15.00			
18	3	piece	Brush for Toilet Bowl with container stand, Heavy	260.00			
19	6	piece	Brush with long Handle for Toilet Floor	270.00			
20	1	piece	Brush, Hand brush/short Handle plastic for toilet	35.00			
21	1	piece	Pail	235.00			
22	5	piece	Liquid Bleach, 1 Gallon	150.00			
23	1	bottle	Liquid Bleach, 1000ml	40.00			
24	1	gallon	Liquid Hand Soap, scented , 1gallon	270.00			
25	2	bottle	HAND SOAP, Liquid, 500ml, pump type	130.00			
26	1	bottle	Muriatic Acid 500ml	60.00			
27	1	piece	Tissue JRT, Big Roll, 2ply min. of 200m/roll	110.00			
28	1	bottle	CLEANER, Toilet Bowl and Urinal, 1000mL with	160.00			
29	1	piece	BROOM, Soft (Walis Tambo), with bamboo	136.24			
30	6	piece	Dust pan with long handle	27.64			
31	2	can	FURNITURE CLEANER, Aerosol type, 300mL	125.90			
32	3	piece	Sand paper Champ c1000	15.00			
33	2	can	Insecticide, Odorless (not waterbase), 500ml	139.36			
34	3	piece	Brushes for Spider Web, Extended Handle	100.00			
35	15	bottle	Dishwashing Liquid, min. 250ml	45.00			
36	5	bottle	Glass Cleaner Liquid Spray 500ml	170.00			
37	3	gallon	Glass Cleaner, 1 Gallon	360.00			
38	6	piece	Sponge Steel Wool 4 pcs per pack	15.00			
39	5	bottle	Sprayer bottle 500ml capacity	75.00			
40	25	piece	Toilet Deodorizer, 100g	60.00			
41	15	piece	Doormat Rug	50.00			
42	4	piece	BROOM, Stick (Walis Ting-ting)	22.78			
43	15	piece	Air Freshener Gel, Min. 180g	190.00			
44	10	bot	Liquid Sosa 500ml	93.75			
45	15	PACK	BATTERY, dry cell, size AA	30.00			
46	15	PACK	BATTERY, dry cell, size AAA	30.00			
47	10	piece	Battery 9V Max Alkaline Heavy Duty	90.00			
48	4	piece	Battery 9v rechargeable	370.00			
49	15	pack	Battery AA Max Alkaline Heavy Duty 2s/pack	130.00			
50	10	pack	Battery AAA Max Alkaline Heavy Duty 2s/pack	110.00			
51	10	piece	Bulb LED Daylight Min. 11watts	160.00			
52	10	piece	Fluorescent Tube Big Slim	100.00			
53	10	piece	Fluorescent Tube small Slim	80.00			
54	30	pack	Specialty Paper 200gsm Long for Property Card	30.00			
55	20	piece	Laminating Film, A4	12.00			

56	20	piece	Laminating Film, Legal	15.00			
57	10	pack	Photopaper, Glossy A4 with 20 sheets per pack	81.00			
58	6	piece	PHILIPPINE NATIONAL FLAG, 100% polyester	284.84			
59	10	pcs	Licealis 10ml U	15.00			
60	3	can	Air Freshener automatic Spray	500.00			
61	10	can	Air Freshener Refill for Glade automatic Spray	250.00			
62	100	pack	Butter Coconut Biscuit 90g	19.50			
63	192	bottle	Mineral Water 375ml	7.25			
64	30	pack	Biscuits	35.00			
65	40	pack	Paper cups 6oz, 50pcs/pack	65.00			
66	16	pack	Stirrer 100pcs per pack	20.00			
67	14	pack	Tissue Pullnaps 2ply	25.00			
68	5	piece	Rust Remover industrial (not quickly dry)	350.00			
69	6	can	Stain Remover, Wipeout	110.00			
70	10	bottle	Varnish Natural	65.00			
71	3	gal	Tile Red	580.00			
72	2	piece	Paint Brush #2	40.00			
73	2	piece	Paint Brush #3	90.00			
74	2	piece	Paint Brush #4	100.00			
75	6	piece	Roller Brush #8	90.00			
76	3	piece	Roller Brush/ BabyRoller	90.00			
77	3	piece	Roller Brush #9	90.00			
78	3	piece	Steel Brush with Handle	70.00			
79	1	unit	3-drawer white steel cabinet	9,500.00			
			*** Nothing Follows ***				
TOTAL				87,535.26			

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

Note:

DOCUMENTARY REQUIREMENTS:

- * MAYOR'S BUSINESS PERMIT (photocopy only)
- * Certificate of Registration (BIR 2303) (Photocopy only)
- * DTI/SEC Certificate/(photocopy only)
- * Omnibus Sworn Statement (photocopy only) - **Above 50,000.00 and SVP as Alternate Mode of Procurement only**
- * Latest Income Business Return (photocopy only) - **Above 500,000.00 and SVP as Alternate Mode of Procurement only**

Signature Over Printed Name / Date

Contract Number/Email Address