#### Republic of the Philippines Department of Education Region VIII

## SCHOOLS DIVISION OF TACLOBAN CITY





December 3, 2021 149-GSB50-CY2021 Date BAC Sec. Quotation No: Project Reference #: Name of the Project: **Procurement of Office Supplies for Legal Section** (Procurement is by Lot) Location of the Project: Tacloban City REQUEST FOR QUOTATION Please quote your lowest price on the **Procurement of Office Supplies for Legal Section** (Procurement is by Lot) as specified below and submits your quotation duly signed by your representative not later than December 9, 2021 1. The approved budget for the contract is: 19,345.00 2. Duration of Bidding is within: December 6, 2021 December 9, 2021 3. Closing Date and Time: December 9, 2021 9:00 AM 4. Expected Date of Delivery/Date of Activity: Signed

**EDGAR Y. TENASAS** ASDS/BAC Chairman

TERMS AND CONDITIONS: (Failure to comply with the following requirements shall result in the disqualification of your bid):

- 1. Use this prescribed form and all entries herein must be typewritten/printed legibly.
- 2. Bids exceeding the ABC shall be disqualified.
- 3. Multiple bids are not allowed.
- 4. E-mail/submit one copy of Sealed Quotation to the BAC Secretariat.
- 5. Absence and/or failure on the part of the bidder(s) to appear in the opening of the sealed bids shall be considered as a waiver.
- 6. Place of delivery is DepEd City Division Office, Real Street, San Fernando Compound, Tacloban City to be done within immediate days from receipt of the order.

B.

#### **Eligibility Requirements**

#### Class "A" Documents

PhilGE	PS Certificate of Registration and Membership "Platinum" in accordance with Section 8.5.2 of the IRR.
a.	Registration Certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives, or any proof of such registration as
b.	Mayor's/Business Permit issued by the City or Municipality where the principal place of business of the prospective bidder is located;
c.	Tax Clearance per E.O. No. 398, series 2005, as finally reviewed and approved by the BIR;
d.	Philippine Contractors Accreditation Board (PCAB) license and registration; and (For Infra only)
e.	Audited Financial Statements stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorize institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission;

Contact Person:

Mark Chester Anthony Gariando Tamayo

**BAC SECRETARIAT** Real St, Tacloban City Leyte Philippines 6500 09161216964/09474912951 tcdobacsecretariat@gmail.com

RFQ-CSA50-CY2018 TCDO BAC SECRETARIAT

#### Republic of the Philippines

#### Department of Education



То

#### Regional Office No. VIII

### SCHOOLS DIVISION OF TACLOBAN CITY





RIV No.		

#### OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

			QUOTATION FORM			
				UNIT	TOTAL	
QTY	UNIT	DESCRIPTION O	F ARTICLE	PRICE	PRICE	REMARKS
1	unit	PAPER SHREDDER				
		- Shred Size: 4 x 30mm				
		- Shred Capacity: 8 sheets				
		- Shred Speed: 2.0 m/min.				
		- Duty Cycle: 8 minutes on, 40 minutes off	:			
		- Shred Type: Cross Cut				
		- Noise Level: 55dB				
		- Basket Volume: 22L				
		- Dimension: 345x269x555mm				
		- Net Weight: 9.9kg				
1	box	Brown Folder Thick (Size: Legal)				
1	box	Brown Expanding Envelope Thick (Size	e: Legal)			
100	pcs	Plastic Envelope (Size: Legal)				
	•	Open at: DepEd Tacloban City Div	vision AM P	M .On	2021	
			d price are inclusive of all costs ar			
I HEREE	BY CERTIFY that I	am in a position to furnish the above article		ose marked "NONE".	The terms and conditio	ns specified above and at
	Offic	cial/ Designation			Telephone No:	
					Fax No:	
	NAM	IE OF COMPANY			Cellphoone No:	
		ADDRESS			Email Address Date:	
		/IDDILLOV			Dult.	
Ca	nvass Server:	-				

RFQ-CSA50-CY2018 TCDO BAC SECRETARIAT



# Republic of the Philippines Department of Education Region VIII SCHOOLS DIVISION OF TACLOBAN CITY Tacloban City



Date:		
Date.		

TO: SBAC, Dep.ED. CDO

Real Street San Fernando Compound

Tacloban City

ernando Compound	
We waive the right to be personally present at the opening of bids for the	:
Procurement of Office Supplies for Legal Section	
Procurement is by Lot)	
	Very truly yours,



# Republic of the Philippines Department of Education Region VIII SCHOOLS DIVISION OF TACLOBAN CITY Tacloban City

Date:

### **CERTIFICATION**

This is to certify that, the undersigned, have Office, Real Street, Tacloban City. Notice to the Biddders/Request	,	•	
Equipments for the use in the office which will be opened on Office, Real Street, Tacloban City	December 9, 2021	9:00 AM ,2021 at DepdTad	cloban City Division
NAME OF BIDDER: SIGNATURE OF BIDDER/REPRESENTATIVE: DATE AND TIME:			

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