



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



May 20, 2021

Date

034-GSB50-CY2021

BAC Sec. Quotation No:

Project Reference #:

Name of the Project:

OFFICE SUPPLY USE FOR THE SCHOOLS DIVISION SUPERINTENDENT

Location of the Project:

Tacloban City

REQUEST FOR QUOTATION

Please quote your lowest price on the

OFFICE SUPPLY USE FOR THE SCHOOLS DIVISION SUPERINTENDENT

as specified below and submits your quotation duly signed by your representative not later than

May 24, 2021

9:00 AM

1. The approved budget for the contract is :
2. Duration of Bidding is within:
3. Closing Date and Time:
4. Expected Date of Delivery/Date of Activity:

PHP		27,710.00
May 20, 2021	to	May 24, 2021
May 24, 2021	/	9:00 AM

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) :

A.

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

PhilGEPS 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
- 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 authorized 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



Republic of the Philippines
Department of Education
 Regional Office No. VIII
SCHOOLS DIVISION OF TACLOBAN CITY
 Real Street, Tacloban City



RIV No. _____

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

To **SBAC, Dep.Ed. CDO**

Real Street San Fernando Compound

Tacloban City

QUOTATION FORM

QTY	UNIT	DESCRIPTION OF ARTICLE	UNIT	TOTAL	REMARKS
			PRICE	PRICE	
20	bottle	Alcohol 500ml			
50	rolls	tissue paper 3ply			
20	box	facial tissue paper			
10	reams	bond paper (A4)			
50	pieces	folder (long)			
50	pieces	folder (short)			
50	pieces	brown envelope (long)			
50	pieces	brown envelope (short)			
100	pieces	corresponding envelope (long)			
100	pieces	corresponding envelope (short)			
10	bottles	disinfectant concentrate (1liter)			
50	sachets	downy (blue)			
10	rolls	garbage bag (large)			
10	rolls	garbage bag (medium)			
20	bottles	Zonrox (1liter)			
4	unit	puncher			
4	unit	stapler (heavy duty with staple remover)			
20	packs	photo paper A4 240gsm			
10	pieces	glue 130grms			
4	unit	calculator			
20	pieces	highlighter			
20	pieces	correction tape			
10	pieces	pentelpen (black)			
10	pieces	pentelpen (blue)			
10	pieces	pentelpen (red)			
4	pieces	scissors			
6	bottles	insecticides spray			

Open at: **DepEd Tacloban City Division** _____ **AM** _____ **PM**, On _____ **2021**

The above quoted price are inclusive of all costs and applicable taxes.

I **HEREBY CERTIFY** that I am in a position to furnish the above articles and quantities stated except those marked "NONE". The terms and conditions specified above and at the back of this form are hereby offered.

Official/ Designation

NAME OF COMPANY

ADDRESS

Telephone No: _____

Fax No: _____

Cellphone No: _____

Email Address: _____

Date: _____

Canvass Server: _____



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



Date: _____

TO: SBAC, Dep.ED. CDO
Real Street San Fernando Compound
Tacloban City

I/We waive the right to be personally present at the opening of bids for the:
OFFICE SUPPLY USE FOR THE SCHOOLS DIVISION SUPERINTENDENT

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 this day received from the Office of the Schools Division Superintendent, DepEd City Division Office, Real Street, Tacloban City. Notice to the Bidders/Request for Quotation of Prices of Food Catering Goods, Supplies, Materials and Equipments for the use in the office which will be opened on May 24, 2021 9:00 AM, 2021 at DepdTacloban City Division Office, Real Street, Tacloban City

NAME OF BIDDER:

SIGNATURE OF BIDDER/REPRESENTATIVE:

DATE AND TIME:
