



Republic of the Philippines
DepED
SCHOOLS DIVISION OFFICE – CITY OF SAN FERNANDO (LU)
 Tanqui, City of San Fernando (La Union)
 Telefax : (072) – 607 4715 Email Address : sanfernando.city1@doped.gov.ph



REQUEST FOR QUOTATION

Date : **January 30, 2025**
 Quotation No.: **2025-01-010**

(Company Name)

(Address)

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith

NESTOR C. HERAÑA
 BAC Chairperson

- Note:**
1. All Entries must be typewritten/handwritten
 2. Delivery period within 7 Calendar Days
 3. Warranty shall be for a period of six (6) months for supplies & materials, One year (1) for equipment, from date of acceptance by the procuring Entity
 4. Price validity shall be for a period of 30 Calendar Days
 5. G-EPS registration certificate shall be attached upon submission of the quotation.
 6. Bidders shall submit original brochures showing certifications of the product being offered
 7. The Approved Budget for the Contract (ABC) for this Project is **Php 148,540.00**
 8. The award shall be made per Item Basis, x **Total Qouted Basis**, or Lot Basis
 9. In case of discrepancy between the Unit Cost and the Total Cost, **Unit Cost shall prevail.**
 10. Bidders shall attach to this RFQ a copy of Business Permit/Permit to Engage in Business and other verifiable documents

Item No.	Item Description	Qty	Unit	Unit Price	Total Price
1	Blank CD RW	20	pc.		
2	Blank DVD RW	62	pc.		
3	Canon Printer Ink (810) Black	5	pc.		
4	Canon Printer Ink (811) Colored	5	pc.		
5	Computer mouse, USB port	3	pc.		
6	External Drive, 1TB	4	pc.		
7	Flash Drive , USB, 16 GB	1	pc.		
8	Printer Refill Ink Black, 1 liter, Epson	7	liter		
9	Printer Refill Ink Cyan, 1 liter, Epson	3	liter		
10	Printer Refill Ink Yellow, 1 liter, Epson	3	liter		
11	Printer Refill Ink Magenta, 1 liter, Epson	3	liter		
12	Printer Refill Ink Cyan, 1 liter, Epson	1	liter		
13	Printer Refill Ink Yellow, 1 liter, Epson	1	liter		
14	Printer Refill Ink Black, 1 liter, Epson	5	liter		
15	Printer Refill Ink MAagenta, 1 liter, Epson	1	liter		
16	Brother MFC J200 Ink Cartridge (all colors)	1	set		
17	USB Port. 3. 0 4 slots	3	unit		
18	External Optical Drive 3.0	1	unit		
19	Laptop Charger	3	pcs.		
20	HP Laser Toner 116A, Black	1	pc.		
21	HP Laser Toner 116A, Cyan	1	pc.		
22	HP Laser Toner 116A, Magenta	1	pc.		
23	HP Laser Toner 116A, Yellow	1	pc.		

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

Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

(Printed Name / Signature)

(Tel. No./Cellphone No./E-mail Address)

Canvassed by:

(Tax Identification Number (TIN))

(Printed Name/Signature)