



**Republic of the Philippines**  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 SCHOOLS DIVISION OF EL SALVADOR CITY

**REQUEST FOR QUOTATION**

PR No. **2026-01-0001**

Control No. **2026-01-0001**

**COMPANY NAME:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**CONTACT NO:** \_\_\_\_\_

**TIN NO:** \_\_\_\_\_  
**BANK NAME:** \_\_\_\_\_  
**BANK ACCT. NO:** \_\_\_\_\_

**TERMS and CONDITIONS:**

Entries shall be typewritten or clearly legible.

A **valid Business Permit** and **valid PhilGEPS Registration Certificate** shall be submitted together with the quotation.

For the procurement of medicines:

- Suppliers who are not manufacturers shall submit a manufacturer's certification confirming authorized distributorship/dealership.
- A **valid License to Operate** shall be submitted.

Bidders shall submit original brochures indicating applicable package certifications.

An **Omnibus Sworn Statement** shall be submitted for procurements with an Approved Budget for the Contract (ABC) above P50,000.00 under Small Value Procurement (SVP).

*Free delivery*, to the extent practicable.

Please submit your latest quotation for the package described below, in accordance with the *Terms and Conditions* stated, indicating the prices of items that are readily available for immediate procurement by this Office. The quotation shall be duly signed by an authorized representative and submitted not later than **9:00 A.M.** on \_\_\_\_\_, using the attached return envelope.

**CONNIEBEL C. NISTAL, Ph.D.**  
 BAC Chairperson

Item No.	ITEMS & DESCRIPTION	UNIT	QTY	UNIT COST	PRICE QUOTATION
1	1. Computer Continuous Form, 1 ply, 280mm x 241mm, 2,000 sheets per box (sideperf) (40 pcs)  2. Computer Continuous Form, 2 ply, 280mm x 241mm, 1,000 sets per box (sideperf) (25 pcs)  3. Computer Continuous Form, 3 ply, 280mm x 378mm, 500 sets per box (sideperf) (50 pcs)	lot	1	163,550.00	
2	1. Printronix Epson p8000 Standard Life Cartridge Ribbon (4-pack) (1 pc)  2. Printronix Epson p8000 Extended Life Cartridge Ribbon (4-pack) (1 pc)	lot	1	52,751.00	
<b>TOTAL ABC: Php. 216,301.00</b>				<b>TOTAL QUOTATION: Php.</b>	



Address: Zone 3, Tuburan, Poblacion, El Salvador City

Telephone Nos.: (088) 882-6326

Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

Website: [depedelsalvadorcity.net](http://depedelsalvadorcity.net)

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I / We hereby certify that the price quotation/s indicated above are our prevailing market price/s and the quantity of goods/equipment are readily available in this store/firm.

\_\_\_\_\_  
Contact No. / Email Address

\_\_\_\_\_  
(Signature over Printed Name of the  
Proprietor / Manager)

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Canvasser