



Republic of the Philippines
City of Lapu-Lapu
BIDS AND AWARDS COMMITTEE

REQUEST FOR PRICE QUOTATION

Revised on : May 2004

Request for Quotation (P.R. No.) : 26-01-0136

COMPANY NAME :

Date : March 13, 2026

ADDRESS :

Office/End-User : DEPARTMENT OF EDUCATION

TEL NO. / FAX NO. :

ABC : 600,000.00

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than March 16, 2026 - 10 AM in the return envelope attached herewith.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written
2. Delivery period within 7 C.D. upon receipt of the approved funded Purchase Order (P.O.)
3. Warranty shall be for a minimum of three (3) months for supplies & materials from dated of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days of the quotation
5. PhilGEPS Registration Certificate shall be attached upon submission
6. Bidders shall submit original brochures showing certifications of the product, if applicable

SIGNED

RONALDO D. MALACORA
Officer-in-Charge, CGSO
BAC Chairman

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	<p>Day Care Center School Supply Pack</p> <p>- Each Pack shall include:</p> <p>3 DOZEN Jumbo Pencil Black</p> <p>5 BOXES. Jumbo 8 Colors Crayons</p> <p>3 DOZEN Pencil Eraser</p> <p>4 DOZEN Colored Paper</p> <p>2 DOZEN Pencil Sharpener One Big hole</p> <p>2 DOZEN Small Scissors;</p> <p>1 BOT. 240 Grams Safe, Non Toxic Glue</p> <p>10 REAMS of VELLUM (Short) 180 GSM, (500pcs per ream) Color White</p> <p>2 REAMS Bond/ Copy paper, Letter/Short, 70gsm</p> <p>3 REAMS Bond/ Copy paper, Legal/Long, 70gsm</p> <p>Delivery to CSWDO within 30 calendar days from receipt of NOA/PO. Packed and labeled according to the distribution list of the CSWDO ECCD Office.</p> <p>***** Nothing Follows *****</p>	120	PACK		
				TOTAL :	

Brand and Model : _____
Delivery Period : _____

Warranty : _____
Price Validity : _____

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

Printed Name / Signature / Date