



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

July 10, 2024

**REQUEST FOR PRICE QUOTATION (RFQ)**

Please quote your lowest price, inclusive of taxes on the item/s listed below, not higher than **ONE HUNDRED EIGHT THOUSAND FOUR HUNDRED SEVENTY-FOUR PESOS (PHP108,474.00)** being the Approved Budget for the Contract (ABC) and submit the signed and sealed quotation to the Office of the BAC Chair, thru the Receiving Section of the SDO, **on or before July 12, 2024; 10:00 am**. Quotation higher than the ABC shall be rejected.

For more information, please contact **Ms. Phoebe R. Arroyo**, BAC Secretariat Chair at Tel. No. (02) 8805-9935 loc. 120 or at [sdomuntinlupabacsec@gmail.com](mailto:sdomuntinlupabacsec@gmail.com).

  
**MADELINE ANN L. DIAZ**  
BAC Vice Chair

Item No	Qty.	Unit	Item Description	PRICE		
				ABC	QUOTE	
					Unit	Total
<b>LOT 1</b>						
<b>MATERIALS FOR THE SCHOOL-BASED TRAINING ON THE MATATAG CURRICULUM NOT AVAILABLE IN PS</b>						
1	906	piece	Notebooks (80 leaves)	₱44,394.00		
2	906	piece	Black Ballpen	₱9,060.00		
3	75	ream	A4 Bond Paper, 80 gsm	₱22,125.00		
4	16	bottle	Epson Ink 003 (Black)	₱4,000.00		
5	16	bottle	Epson Ink 003 (Magenta)	₱3,840.00		
6	16	bottle	Epson Ink 003 (Cyan)	₱3,840.00		
7	16	bottle	Epson Ink 003 (Yellow)	₱3,840.00		
8	100	piece	Permanent Pentel Pen (black)	₱4,500.00		
9	25	piece	Whiteboard Marker	₱1,375.00		
10	25	piece	Whiteboard Eraser	₱1,500.00		
11	100	pairs	Scissors	₱4,500.00		
12	100	roll	Masking Tape 24mm	₱5,500.00		



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,  
Muntinlupa City  
 (02) 8805 - 9935, (02) 8805 - 9940  
 [sdo.muntinlupa@gmail.com](mailto:sdo.muntinlupa@gmail.com)





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Item No	Qty.	Unit	Item Description	PRICE		
				ABC	QUOTE	
					Unit	Total
<b>LOT 1</b>						
<b>MATERIALS FOR THE SCHOOL-BASED TRAINING ON THE MATATAG CURRICULUM</b>						
			XXX			
<b>TOTAL</b>				<b>₱108,474.00</b>		
Terms of Payment: Payment shall be made by the Procuring Entity through Land Bank's LDDAP-ADA/Bank Transfer Facility or through Land Bank's cheque whichever is the preferred payment of the supplier, not later than sixty (60) days after submission of an invoice or claim by the Supplier. Bank Transfer fee shall be charged against the creditor's account.						
Contract Duration			5 Calendar days			
Mayor's Permit No: Issued on: Issued at:			Contact Number: Landline No.: Mobile No.:			
SEC/CDA/DTI Registration No.:			Name of Owner / Authorized Representative:			
PhilGEPS Registration No.:			Owner / Authorized Representative's  Signature:			

### Important Terms

Each supplier shall fill-up this Request for Price Quotation Form with the following attachments:

- photocopy of the valid business permit/ mayor's permit
- photocopy of SEC / DTI / CDA registration
- photocopy of PhilGEPS registration

All technical specifications are mandatory. Suppliers shall indicate the brand, model and complete specification of the offered commodity. The form must be signed by the owner/ authorized representative. **Should there be submission of a separate quotation with a different declared amount, the quote in the RFQ prevails.**

**Failure or non-compliance to the above-cited pre-requisites shall be ground for the supplier's disqualification.**

RFQ-2024-018



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