

Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
 Government Center, Candahug, Palo, Leyte

TO: _____ PR NO: 20-12-861
 DATE: February 19, 2021
COA

REQUEST FOR QUOTATION

Sealed proposal plainly marked Proposal to supply materials to the Government subject to terms and condition contained herein will be received at the BAC Office, Dep.Ed. RO 8, Government Center, Candahug, Palo, Leyte until _____ and publicly opened in the presence of the members of the committee on Awards or their Authorized representative and the bidders and or their representative.

QTY	UNIT	ARTICLE	UNIT PRICE	TOTAL
Procurement for Various Office Supplies for Use in the DepEd RO8 COA Field Office				
		40 bottles INK CART, EPSON C13T664100 (T6641), Black 20 bottles Ink Cart, Epson C13T664200 (T6642), Cyan 20 bottles Ink Cart, Epson C13T664300 (T6642), Magenta 20 bottles Ink Cart, Epson C13T664400 (T6642), Yellow 80 pieces Storage Box (9.5"X10"15") 8 pads Notepad, Stick-on, 3X3, 100 sheets per pad 30 reams Bond Paper 70gsm (Short) 50 reams Bond Paper 70gsm (A4) 12 reams Bond Paper 70gsm (Long) 3 pieces Record Book, 300 Pages, size: 214mmx278mm min 3 pieces Record Book, 500 Pages, size: 214mmx278mm min 4 boxes Sign Pen, Black, 0.5mm needle tip (12pcs/box) 1 box Sign Pen, Blue, 0.5mm needle tip (12pcs/box) 2 boxes Sign Pen, Red 0.5mm needle tip (12pcs/box) 3 boxes Ballpen Black (12pcs/box) 3 boxes Ballpen Red (12pcs/box) 10 boxes Binder Clip 18mm (Black) (12pcs/box) 16 boxes Binder Clip 25mm (Black) (12pcs/box) 5 boxes Binder Clip 41mm (Black) (12pcs/box) 3 boxes Binder Clip 2" (Black) (12pcs/box) 4 boxes Ring Binder Black 3" 4 boxes Ring Binder Black 2.5" 4 boxes Ring Binder Black 2.0" 4 boxes Ring Binder Black 1.0" 9 pieces Marker, Fluorescent, Yellow Color 6 pieces Battery Dry Cell, AA 6 pieces Battery Dry Cell, AAA 4 packs Plastic Sando Bag, Extra Large (100pcs/pack) 30 pieces Correction Tape 28 packs Fastener, Coated, 70mm 3 boxes Folder Expanding Long, Green (100pcs/box) 8 boxes Staple Wire, Standard 4 pieces Stapler, Standard Type, load cap: w/ staple wire remover 6 pieces Data Organizer w/ ring (2 holes) 50 pieces Expanding Envelope Long 25 pieces Expanding Envelope Short 4 pieces Scissor, 7 inch long 25 pieces Folder White, (Short) 50 pieces Folder White, (Long) 50 pieces Morocco, Short (Blue) 50 pieces PVC Cover Transparent (Short) 4 pieces Polyvinyl acetate (PVA) Glue 2 pieces Flash Drive 16GB 12 bottles Dishwashing Liquid 12 pieces Sponge 40 packs Toilet Tissue paper 2-ply sheets, 150 pulls, 12 roll		
For more details on the procurement contact End User: COMMISSION ON AUDIT (COA) Field Office, DepEd Regional Office VIII, Candahug, Palo, Leyte 6501 Contact No/s. (053) 323-5732 / Email: commissiononauditdepdro8@gmail.com				

ABC= [Php71,003.30](#)

Deadline of Submission of RFQ: February 22, 2021

Requirements in Canvassing on Accredited Stores/Suppliers

(Please comply with the following for ONLINE PAYMENT purposes)

1. Electronic copy of bank account, preferably Land Bank of the Philippines
2. Mayor's Permit/Business Permit
3. DTI Permit
4. Tax Certification/BIR Certificate
5. Philgeps Registration/ Certificate
6. Exact Location/ Address of the Store/ Establishment
7. Picture of Signage/Billboard of the Store/ Establishment
8. Statement of the Prospective Bidder that it is not blacklisted or barred from bidding by the Government or any of its agencies, offices, corporations or LGUs as required in Item No. 9.2 of COA Circular No. 2012-001 dated June 14, 2012.
9. Sworn Affidavit of he bidder that it is not related to the Head of Procuring Entity (HOPE) by consanguinity or affinity up to the third civil degree as required in the same COA Circular.

TERMS AND CONDITION:

Place of delivery, Dep.Ed. RO 8, Government Center, Candahug, Palo, Leyte within immediate days from receipt of the order. 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.

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

Authorized Signature Over Printed Name:

Bidder: _____ TIN No. _____

Contact No: _____

Canvassed by: _____

Approved:

(SGD)

ARNULFO M. BALANE, CESO V
 Director III / BAC Chairman

NOTE: Place this inside the official envelope sealed with your signature across the opening part and personally deliver this to DepEd RO VIII (Attn: ARNULFO M. BALANE, CESO V, BAC Chairman)

OPENED:	DATE:
_____	_____
_____	DATE:
_____	_____
_____	DATE:
_____	_____



LEAD. EMPOWER, AND ACHIEVE THROUGH DATA-DRIVEN DECISIONS
 ...where LEADers create great schools

(053) 888-9349 | bac.region8@deped.gov.ph | BAC