



REQUEST FOR QUOTATION

(Goods & Services)

Company Name/TIN: _____
 Business Address: _____

Date: February 16, 2024
 PR No: 2024-01-0061

Please quote your lowest price on the item/s listed below, subject to the terms and conditions stipulated, and submit your quotation duly signed by your representative not later than **February 21, 2024; 01:00 P.M** in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to psu@dssc.edu.ph.

TERMS AND CONDITIONS:	
1.	Delivery period: 10 Calendar days from receipt of Purchase Order.
2.	Warranty: 3 months for supplies & materials; 1 year for equipment from date of acceptance by the Procuring Entity.
3.	Price validity: 120 calendar days
4.	Documentary requirements: PhilGEPS Reg. Number, Mayor's Permit, SEC/DTI Cert., BIR Cert. of Reg., Omnibus Sworn Statement, & Income/Business Tax Return (For ABCs above P500K)
5.	The Approved Budget for the Contract for this procurement is, <u>987,778.00</u>


RACHEL R. YONTING
 Procurement Service Unit Head/BAC Secretariat

Item No.	Qty.	Unit	Item Description	Brand/Make	ABC per Item	Unit Cost	Total Cost
1	3	roll	ACETATE		1200.00		
2	100	can	MEDIUM AIR FRESHENER SPRAY 450ml		120.00		
3	23	btl	ALCOHOL, Ethyl, 1 Gallon		400.00		
4	86	pck	BATTERY, dry cell, size AA		30.00		
5	152	pck	BATTERY, dry cell, size AAA		25.00		
6	16	bundle	BINDING RING/COMB, plastic, 32 mm		300.00		
7	5	bundle	Binding Ring/Comb, Plastic, 2in		680.00		
8	2	tube	BLADE, for general purpose cutter/utility knife		20.00		
9	377	ream	PAPER, MULTIPURPOSE A4 70gsm		230.00		
10	146	ream	PAPER, MULTIPURPOSE LEGAL 70 gsm		250.00		
11	61	pcs	BROOM (Walis Tambo)		160.00		
12	34	pcs	BROOM (Walis Ting-ting)		50.00		
13	8	unit	CALCULATOR, Compact		315.00		
14	20	btl	Ink, Canon, Black, GI 790		400.00		
15	12	btl	Ink, Canon, Cyan, GI 790		400.00		
16	12	btl	Ink, Canon, Yellow, GI 790		400.00		
17	12	btl	Ink, Canon, Magenta, GI 790		400.00		
18	1	pck	Cartolina, assorted colors		200.00		



19	15	pcs	Class Record 140 mm x 279 mm 230 gsm 30 leaves	30.00		
20	52	book	RECORD BOOK, 300 PAGES	90.00		
21	73	book	RECORD BOOK, 500 PAGES	120.00		
22	27	btl	CLEANER, Toilet Bowl and Urinal	150.00		
23	21	can	CLEANSER, Scouring Powder	75.00		
24	21	pcs	CLEARBOOK, A4 size	65.00		
25	14	pcs	Clearbook, legal size	75.00		
26	79	box	CLIP, backfold, 19mm	30.00		
27	99	box	CLIP, backfold, 25mm	40.00		
28	68	box	CLIP, backfold, 32mm	45.00		
29	82	box	CLIP, backfold, 50mm	75.00		
30	24	unit	COMPUTER MOUSE, Wireless	500.00		
31	266	pcs	CORRECTION TAPE, 6 mtrs	20.00		
32	29	pcs	CUTTER/UTILITY KNIFE, for general purpose	35.00		
33	231	pcs	DATA FILE BOX, Legal Size, Dark Blue Color, Horizontal	170.00		
34	34	pcs	DATA FOLDER	200.00		
35	16	pcs	DATER STAMP	100.00		
36	37	pouch	DETERGENT POWDER Floral Blossom - Powder (Pink) - 1 kilo	100.00		
37	31	can	Disinfectant Spray 280 ml	400.00		
38	6	can	Disinfectant Spray All Scents 510g GW_S3	580.00		
39	15	btl	DP Black ink G14	1500.00		
40	27	pcs	DUST PAN	65.00		
41	4	unit	ELECTRIC FAN, stand type 16 inches	1800.00		
42	4	box	ENVELOPE, Documentary, A4	1200.00		
43	5	box	ENVELOPE, Documentary, legal,	1300.00		
44	4	box	ENVELOPE, Expanding, Kraft	1520.00		
45	4	pcs	ENVELOPE, Expanding, Plastic	34.00		
46	3	pcs	ERASER, felt, for blackboard/whiteboard	25.00		
47	13	pcs	ERASER, plastic/rubber	10.00		
48	6	pcs	EXTERNAL HARD DRIVE 2 TB	5000.00		
49	6	box	FACE MASK	60.00		
50	49	pcs	FILE ORGANIZER, expanding, plastic, legal	200.00		
51	12	pck	File tab divider, A4	25.00		
52	8	pck	FILE TAB DIVIDER, Legal	29.00		
53	9	pcs	Ultra Flair USB 3.0 Flash drive 128gb	500.00		
54	8	can	FLOOR WAX, paste type, red	200.00		
55	2	box	FLOOR WAX, paste type, red (box)	20.00		
56	3	set	FOLDER with tab, A4	600.00		
57	11	set	FOLDER with tab, Legal	700.00		



58	10	bundle	FOLDER, Fancy with slide, A4	350.00		
59	9	bundle	FOLDER, Fancy with slide, legal	400.00		
60	3	pck	FOLDER, L-type, A4	210.00		
61	7	pck	FOLDER, L-type, Legal	265.00		
62	9	box	FOLDER, pressboard	1800.00		
63	11	can	FURNITURE CLEANER / Enhancing Polish Lemon 330ML	400.00		
64	30	jar	GLUE, all-purpose 130g	80.00		
65	14	btl	HAND SANITIZER, Gel Pump 250ml	160.00		
66	48	btl	Hand Soap, Antibacterial Liquid with Moisturizer 500ml	150.00		
67	31	box	INDEX TAB	90.00		
68	6	btl	INK CART, EPSON (L6460) 008, Black	400.00		
69	6	btl	INK CART, EPSON (L6460) 008, Cyan	400.00		
70	6	btl	INK CART, EPSON (L6460) 008, Magenta	400.00		
71	6	btl	INK CART, EPSON (L6460) 008, Yellow	400.00		
72	27	btl	INK CART, EPSON C13T664100 (T6641), Black	250.00		
73	14	btl	INK CART, EPSON C13T664200 (T6642), Cyan	250.00		
74	13	btl	INK CART, EPSON C13T664300 (T6643), Magenta	250.00		
75	14	btl	INK CART, EPSON C13T664400 (T6644), Yellow	250.00		
76	22	btl	INK REFILL, Epson 001 , Black	550.00		
77	13	btl	INK REFILL, Epson 001, Cyan	400.00		
78	13	btl	INK REFILL, Epson 001, Magenta	400.00		
79	13	btl	INK REFILL, Epson 001, Yellow	400.00		
80	60	btl	INK REFILL, Epson 003 , Black	350.00		
81	31	btl	INK REFILL, Epson 003, Cyan	350.00		
82	30	btl	INK REFILL, Epson 003, Magenta	350.00		
83	30	btl	INK REFILL, Epson 003, yellow	350.00		
84	4	btl	INK REFILL, Epson 673 , Black	350.00		
85	4	btl	INK REFILL, Epson 673, Magenta	350.00		
86	4	btl	INK REFILL, Epson 673, Yellow	350.00		
87	4	btl	INK REFILL, Epson 673, Cyan	350.00		
88	4	btl	INK REFILL, Epson 673, Light Cyan	350.00		
89	4	btl	INK REFILL, Epson 673, Light Magenta	350.00		
90	21	pcs	INK, for stamp pad	35.00		
91	28	can	Insecticide Spray Aerosol 750ml	150.00		



92	29	pcs	Light Emitting Diode (LED) Light Bulb, 7 watts (daylight)	90.00		
93	26	pcs	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts (daylight)	350.00		
94	13	pcs	MAGAZINE FILE BOX, Large	200.00		
95	40	set	MARKER, Fluorescent	48.00		
96	65	pcs	PERMANENT Marker Black, Long lasting, Good quality	50.00		
97	161	pcs	MARKER, Whiteboard, Black, Long lasting, Good quality	50.00		
98	76	pcs	MARKER, Whiteboard, Blue, Long lasting, Good quality	50.00		
99	46	pcs	MARKER, Whiteboard, Red, Long lasting, Good quality	50.00		
100	3	cart	MMS-TN2380 Cartridge	2227.00		
101	4	unit	MOP BUCKET Heavy Commercial Mop Squeezer Bucket 36L	2600.00		
102	15	pcs	Mop Handle 140cm Heavy Duty Aluminum Handle Fits All Mop Heads, Mop Handle Side Lock	450.00		
103	15	pcs	MOPHEAD, made of rayon	250.00		
104	72	pad	NOTEPAD, stick-on, 76mm x 76mm	45.00		
105	95	pad	NOTEPAD, stick-on, 50mm x 76mm	35.00		
106	42	pad	NOTEPAD, stick-on, 76mm x 100mm	50.00		
107	114	box	Paper Clip, vinly/plastic coated, 33mm	15.00		
108	118	box	Paper Clip, vinly/plastic coated, jumbo, 50mm	50.00		
109	121	ream	PAPER, MULTICOPY A4 70gsm	250.00		
110	21	ream	PAPER, MULTICOPY LEGAL 70 gsm	280.00		
111	4	pack	PAPER, parchment 100 sheets	350.00		
112	11	pcs	PENCIL SHARPENER	235.00		
113	24	box	PENCIL, lead/graphite, with eraser	90.00		
114	10	liter	Pesticides 1 liter	500.00		
115	141	btl	Printer ink, Brother BTD60, Black	400.00		
116	55	btl	Printer ink, Brother BT5000, Cyan	400.00		
117	51	btl	Printer ink, Brother BT5000, Magenta	400.00		
118	56	btl	Printer ink, Brother BT5000, Yellow	400.00		
119	11	pcs	Puncher, heavy duty	200.00		
120	17	bundle	Rags Microfiber Dish Towel Wash Cloth 6 pcs per bundle	100.00		



121	5	cart	RIBBON CARTRIDGE, Epson LQ-310	250.00		
122	5	gal	Roundup, Herbicide	2000.00		
123	4	box	RUBBER BAND No. 18	200.00		
124	17	pcs	RULER, flexible, plastic, 450mm	60.00		
125	32	pair	SCISSORS, symmetrical/asymmetrical	50.00		
126	25	pck	Sponge Scouring Pad Kitchen Cleaning Cloth Dishwashing Sponge 10pcs/pack	150.00		
127	339	pcs	SIGN PEN, Extra Fine Tip, Black	30.00		
128	147	pcs	SIGN PEN, Extra Fine Tip, Blue	30.00		
129	99	pcs	SIGN PEN, Extra Fine Tip, Red	30.00		
130	94	pcs	SIGN PEN, Fine Tip, Black	50.00		
131	94	pcs	SIGN PEN, Fine Tip, Blue	50.00		
132	34	pcs	SIGN PEN, Fine Tip, Red	50.00		
133	65	pcs	SIGN PEN, Medium Tip, Black	63.00		
134	40	pcs	SIGN PEN, Medium Tip, Blue	63.00		
135	4	pcs	SIGN PEN, Medium Tip, Red	63.00		
136	19	pcs	STAMP PAD, felt	40.00		
137	24	pcs	STAPLE REMOVER, plier-type	100.00		
138	6	box	STAPLE WIRE, heavy duty (binder type), 23/13	75.00		
139	140	box	STAPLE WIRE, standard	45.00		
140	1	unit	STAPLER, heavy duty (binder)	990.00		
141	33	pcs	STAPLER, standard type	160.00		
142	20	pcs	STENO NOTEBOOK	30.00		
142	11	unit	TAPE DISPENSER, table top	150.00		
143	26	roll	TAPE, electrical	50.00		
144	24	roll	TAPE, masking, 24mm	68.00		
145	40	roll	TAPE, masking, 48mm	133.00		
146	18	roll	TAPE, packaging, 48 mm	55.00		
147	28	roll	TAPE, transparent, 24mm	20.00		
148	66	roll	TAPE, transparent, 48 mm	35.00		
149	112	pck	TISSUE, INTERFOLDED PAPER TOWEL	50.00		
150	186	pck	TOILET TISSUE PAPER, 2 ply	150.00		
151	89	pck	TRASHBAG, Large size	70.00		
152	55	pck	TRASHBAG, XL size	105.00		
153	50	pck	TRASHBAG, XXL size	150.00		
154	11	roll	TWINE, plastic	100.00		
155	38	pcs	WASTEBASKET, Round Metal Mesh	150.00		
156	1	pcs	Water Well paste	110.00		
157	15	pcs	Whiteboard ink	30.00		
GRAND TOTAL:						



ISSUE STATUS	REV. NO.	EFFECTIVE DATE	PAGE NO.
01	00	09.01.2022	1 of 1

Delivery Period: _____
Warranty : _____
Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for delivery period, warranty, and price validity are left blank, it means that I/ We concur with the terms and conditions specified by the Davao del Sur State College (DSSC).

Canvasser

Printed Name and Signature

Contact Details:

Landline: _____

Mobile No. _____

E-mail address: _____

Date signed: _____