



REQUEST FOR QUOTATION

(Goods & Services)

Company Name/TIN: _____
 Business Address: _____

Date: September 20, 2024
 PR No: 2024-09-0570

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 **September 23, 2024; 05:00 P.M** in the return envelope to the BAC Secretariat, DSSC, Matti, Digos City, or email to psu@dssc.edu.ph.

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| <p>TERMS AND CONDITIONS:</p> <ol style="list-style-type: none"> Delivery period: 15 calendar days upon receipt of the Purchase Order. Warranty: 3 months for supplies & materials; 1 year for equipment from date of acceptance by the Procuring Entity. Price validity: 120 calendar days 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) The Approved Budget for the Contract for this procurement is, Php 502,111.00 |
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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	2	roll	ACETATE		1,200.00		
2	14	btl	ALCOHOL, Ethyl, 500 mL		80.00		
3	5	gal	Alcohol Isopropyl 70% Disinfectant 1 gallon		200.00		
4	5	pcs	Arch File Folder - Vertical Ringbind A4, black color		250.00		
5	11	pcs	Arch File Folder 2 Rings, 3 Inches Thick Material/Long/File Organizer color Black		250.00		
6	30	pcs	Archival Box, Long, Color Lightgray		130.00		
7	313	pcs	Ballpen GELpen 0.5mm Black		10.00		
8	5	pcs	Bathroom deodorizer, 100g, lemon scent with holder		80.00		
9	3	pcs	Bathroom scrub with Long Adjustable Stainless Metal Handle		200.00		
10	48	pck	BATTERY, dry cell, size AA		30.00		
11	222	pck	BATTERY, dry cell, size AAA		25.00		
12	5	pck	BATTERY, dry cell, size D		120.00		
13	20	bndl	BINDING RING/COMB, plastic, 32 mm		200.00		
14	1	pack	BOARD PAPER, MOROCCO, A4, blue, 100 sheets		400.00		
15	10	pcs	BROOM (Walis Tambo)		160.00		
16	6	pcs	BROOM (Walis Ting-ting)		50.00		
17	1	pcs	CALCULATOR, Compact		350.00		
18	20	pcs	CERTIFICATE FRAME, A4		300.00		
19	30	pcs	CERTIFICATE HOLDER, A4		80.00		
20	35	pcs	CERTIFICATE HOLDER, Legal		100.00		
21	25	pck	Certificate Paper A4 10pcs per packs		40.00		
22	30	pcs	Class Record 140 mm x 279 mm 230 gsm 30 leaves		30.00		
23	17	gal	Cleaner, Toilet Bowl and Urinal		150.00		
24	11	btl	CLEANSER, Scouring Powder		75.00		
25	10	box	CLIP, backfold, 19mm		30.00		
26	18	box	CLIP, backfold, 25mm		40.00		
27	2	box	CLIP, backfold, 32mm		45.00		
28	10	box	CLIP, backfold, 50mm		75.00		
29	5	ream	Colored paper Assorted 250 sheets 70 gsm Legal		325.00		



	61	pcs	CORRECTION TAPE, 6 mtrs		20.00		
31	1	pcs	CUTTER/UTILITY KNIFE, for general purpose		35.00		
32	85	pcs	DATA FILE BOX, Legal Size, Dark Blue Color, Horizontal		170.00		
33	5	pcs	DATA FOLDER, made of chipboard, legal size top binder		200.00		
34	1	pcs	DATER STAMP		100.00		
35	6	pack	DETERGENT POWDER Floral Blossom - Powder (Pink) - 1 kilo		100.00		
36	23	btl	Dishwashing Liquid Antibac 240ml (lemon)		150.00		
37	11	can	Disinfectant Spray Scented 280ml		400.00		
38	12	can	Disinfectant Spray All Scents 510g GW_S3		580.00		
39	10	pcs	Door Mat Rug Rubber Pine renolium mats 60cmx40cm		150.00		
40	2	pcs	Door Mat Indoor Door Mat, Non-Slip Absorbent Entrance Mat 30x17, Washable Low-Profile Inside Floor Mat, Elegant Black Design, Non-Slip Absorbent Entrance Mat 30x17, Washable Low-Profile Inside Floor Mat, Elegant Black Design		800.00		
41	19	roll	DOUBLE SIDED TAPE 1 inch		45.00		
42	1	box	DP Black ink G14		1,500.00		
43	1	roll	DP Master roll DRG- 20 B4		6,000.00		
44	5	pcs	Duster Cleaner Cotton		40.00		
45	5	pcs	ENVELOPE, Expanding, Plastic, Long		34.00		
46	50	pcs	Expanded Long Envelop (BLUE)		20.00		
47	15	set	Epson Ink Set 003 (black, Cyan, Magenta, Yellow)		1,500.00		
48	2	unit	Extension Cord Cable Wire with Voltage Surge Protection Heavy Duty with One Main Switch 5 meters PSP 0394 , (6 gangs)		1,000.00		
49	1	pcs	EXTENSION CORD, 4 gangs, 5mtrs		250.00		
50	1	box	Face Mask Disposable (50pc/box) (black or white)		65.00		
51	13	box	Fastener Plastic Coated, 50's		56.00		
52	62	pcs	FILE ORGANIZER, expanding, plastic, legal		200.00		
53	5	pcs	Flash Drive USB 64gb		800.00		
54	5	can	FLOOR WAX, paste type, red 450g		200.00		
55	2	box	FLOOR WAX, paste type, red (box) 90g		20.00		
56	5	pack	FOLDER, pressboard 100pcs		1,800.00		
57	50	pcs	Folder Long Pressboard		20.00		
58	1	pack	FOLDER, L-type, A4		210.00		
59	1	pack	FOLDER, L-type, Legal		265.00		
60	3	pack	GLUE STICK (FOR GLUE GUN) 12's/pack		80.00		
61	3	pcs	GLUE STICK (PASTE)		20.00		
62	8	pcs	GLUE, all-purpose 130g		80.00		
63	24	pcs	Hand Soap, Antibacterial Liquid with Moisturizer 500ml		150.00		
64	9	pcs	HAND SANITIZER, Gel Pump 250ml		160.00		
65	10	pack	INDEX TAB		90.00		
66	2	btl	INK CART, EPSON (L6460) 008, Black		400.00		
67	2	btl	INK CART, EPSON (L6460) 008, Cyan		400.00		
68	6	btl	INK CART, EPSON (L6460) 008, Magenta		400.00		
69	6	btl	INK CART, EPSON (L6460) 008, Yellow		400.00		
70	16	btl	INK CART, EPSON C13T664100 (T6641), Black		250.00		
71	9	btl	INK CART, EPSON C13T664200 (T6642), Cyan		250.00		
72	8	btl	INK CART, EPSON C13T664300 (T6643), Magenta		250.00		



73	9	btl	INK CART, EPSON C13T664400 (T6644), Yellow	250.00		
74	12	btl	INK REFILL, Epson 003 , Black	350.00		
75	7	btl	INK REFILL, Epson 003, Cyan	350.00		
76	7	btl	INK REFILL, Epson 003, Magenta	350.00		
77	7	btl	INK REFILL, Epson 003, yellow	350.00		
78	11	can	Insecticide Spray Aerosol 750ml	150.00		
79	2	ream	Laminating Film Long 125Micron 100Sheets	850.00		
80	6	pcs	Light Emitting Diode (LED) Light Bulb, 7 watts (daylight)	90.00		
81	6	pcs	MAGAZINE FILE BOX, Large, Dark Blue Color, Horizontal	200.00		
82	8	set	MARKER, Flourescent 3 set	48.00		
83	3	pcs	Marker PERMANENT Black, Long lasting, Good quality	48.00		
84	6	pcs	Marker PERMANENT Blue, Long lasting, Good quality	48.00		
85	31	pcs	MARKER, Whiteboard, Black, Long lasting, Good quality	48.00		
86	19	pcs	MARKER, Whiteboard, Blue, Long lasting, Good quality	48.00		
87	4	pcs	MARKER, Whiteboard, Red, Long lasting, Good quality	48.00		
88	24	can	MEDIUM AIR FRESHENER SPRAY 450ml	120.00		
89	17	pad	NOTEPAD, stick-on, 76mm x 76mm (3x3in)	45.00		
90	37	pad	NOTEPAD, stick-on, 50mm x 76mm (3x2in)	35.00		
91	16	pad	NOTEPAD, stick-on, 76mm x 100mm (3x4in)	50.00		
92	25	box	PAPER CLIP, vinly/plastic coated, 33mm	15.00		
93	10	pack	paper cups 12oz (50pcs/pack)	100.00		
94	567	ream	PAPER, MULTIPURPOSE A4 70gsm	230.00		
95	2	ream	PAPER, MULTIPURPOSE LEGAL, 70 gsm	250.00		
96	26	ream	PAPER, Multi-Purpose, Letter, 70gsm	230.00		
97	2	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	50.00		
98	1	box	PENCIL, lead/graphite, with eraser	90.00		
99	2	pcs	PENCIL SHARPENER	235.00		
100	87	pack	PHOTO PAPER GLOSSY A4 size 20 sheets /pack	100.00		
101	67	pcs	Plastic Folder (Long)	10.00		
102	71	btl	Printer ink, Brother BTD60, Black	400.00		
103	54	btl	Printer ink, Brother BT5000, Cyan	400.00		
104	55	btl	Printer ink, Brother BT5000, Magenta	400.00		
105	55	btl	Printer ink, Brother BT5000, Yellow	400.00		
106	6	pack	PUSH PIN 30's/pack	44.00		
107	1	pcs	PUNCHER, paper, heavy duty	230.00		
108	15	box	PVC cover 100pcs Clear 200 Microns (legal)	500.00		
109	10	liter	Pesticides 1 Liter	500.00		
110	21	bundle	Rags Microfiber Dish Towel Wash Cloth 6 pcs per bundle	100.00		
111	2	book	RECORD BOOK, 500 PAGES	150.00		
112	1	box	RUBBER BAND No. 18	200.00		
113	2	pair	SCISSORS, symmetrical/asymmetrical	50.00		
114	5	box	Sign Pen Black 0.5mm Tip	200.00		
115	168	pcs	SIGN PEN, Extra Fine Tip, Black	30.00		
116	25	pcs	SIGN PEN, Extra Fine Tip, Blue	30.00		
117	25	pcs	SIGN PEN, Extra Fine Tip, Red	30.00		
118	68	pcs	SIGN PEN, Fine Tip, Black	50.00		
119	35	pcs	SIGN PEN, Fine Tip, Blue	50.00		
120	5	pcs	SIGN PEN, Fine Tip, Red	50.00		



122	5	pcs	SIGN PEN, Medium Tip, Black	63.00		
123	3	pad	STICKY NOTES, Sign here, assorted color	120.00		
124	2	pcs	STAMP PAD, felt	40.00		
125	2	pcs	STAPLE REMOVER, plier-type	100.00		
126	52	pcs	STAPLE WIRE, standard	45.00		
127	8	pcs	STAPLER, standard type	160.00		
128	2	mtrs	Table Cloth mantel	500.00		
129	12	roll	TAPE, electrical	50.00		
130	7	roll	TAPE, masking, 48 mm	133.00		
131	7	roll	TAPE, packaging, 48 mm	55.00		
132	5	roll	TAPE, transparent, 24mm	30.00		
133	8	roll	TAPE, transparent, 48 mm	35.00		
134	76	pack	TOILET TISSUE PAPER, 12 rolls, 2 ply 300sheets	150.00		
135	1	pcs	Tornado Mop 360 Rotating Mop Stainless Steel High Quality	1,200.00		
136	38	pack	TISSUE, INTERFOLDED PAPER TOWEL 30gms 175pulls	50.00		
137	39	pack	TRASHBAG, Large size	70.00		
138	20	pack	TRASHBAG, XL size	105.00		
139	21	pack	Vellum board white 180gsm A4 10sheets	40.00		
140	19	pack	Vellum board white 180gsm Legal 10sheets	50.00		
141	2	pcs	Water Well paste 200grms	110.00		
142	30	btl	Whiteboard ink black	30.00		
GRAND TOTAL:						

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: _____