



Republic of the Philippines  
**Department of Education**  
 REGION IV-A CALABARZON

**REQUEST FOR QUOTATION**

The **Department of Education Region IV-A (CALABARZON)** through its **Bids and Awards Committee**, intends to procure **“PROCUREMENT OF COMMONLY USED SUPPLIES, JANITORIALS AND COMPUTER PRINTER INKS FOR USE AT THE REGIONAL OFFICE (1<sup>ST</sup> QUARTER)”** in accordance with Alternative Method of Procurement under Section 52 (Shopping) or Section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

The Approved Budget for the Contract (ABC) are as follows:

LOT NO.	DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (ABC)
I	COMMONLY USED SUPPLIERS	Php472,869.13
II	JANITORIALS	Php190,502.00
III	COMPUTER PRINTER INKS	Php304,660.00

**INTERESTED SERVICE PROVIDERS MAY SUBMIT A QUOTATION IN ANY OF THE ABOVE ENUMERATED LOTS AND EVALUATION, INCLUDING AWARD OF CONTRACT, WILL BE UNDERTAKEN ON A PER LOT BASIS.**

Please quote your **Best Offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the bottom/last page of this Request for Quotation (RFQ). Submit your proposal/quotation duly signed by your authorized representative **not later than MARCH 5, 2025 at 9:00 A.M.** at the BAC Secretariat, DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal. **Quotations may also be submitted through facsimile or email at the address and contact numbers indicated below.**

A copy of your 2025 **Business/Mayor’s Permit, PhilGEPS Registration Number and Latest Income/Business Tax Return** are required to be submitted along with your signed quotation/proposal. A valid Certificate of PhilGEPS Registration (Platinum Membership) may be submitted in lieu of the Business/Mayor’s Permit.

Moreover, a **Notarized Omnibus Sworn Statement (GPPB-prescribed forms)** will also be required to be submitted prior to award.

08F/ROA/JLN



Address: Gate 2, Karangalan Village, Cainta, Rizal  
 Telephone No.: 02-8682-2114  
 Email Address: region4a@deped.gov.ph  
 Website: depedcalabarzon.ph

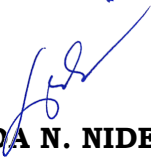


Doc. Ref. Code	RO-ASD-F119	Rev	00
Effectivity	11.06.23	Page	1 of 2



Certificate No. PHP QMS 22 93 0085

For any clarification, you may contact us at telephone no. **02-8682-5773; 8684-4914; or 8647-7487** or e-mail address at **bac.calabarzon@deped.gov.ph**

  
**LOIDA N. NIDEA**  
 BAC Chairperson

**Date:** \_\_\_\_\_

<b>Name of Company:</b>	
<b>Address:</b>	
<b>Name of Store/Shop (if applicable):</b>	
<b>TIN:</b>	
<b>PhilGEPS Registration Number:</b>	

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly, accurately and completely.
- (2) Do not alter the contents of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

**TECHNICAL SPECIFICATION**

1. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate “0” if item being offered is for free.
2. Bidders must state “Comply” or any equivalent term in the column “Bidder’s Statement of Compliance” against each of the individual parameters of each Specification.

<b>Item</b>	<b>Description</b>	<b>Total QTY</b>	<b>Brand Name</b>	<b>Brand of Origin</b>	<b>Unit Cost (VAT Inclusive)</b>	<b>Total Cost (VAT Inclusive)</b>
<b>LOT I- COMMONLY USED SUPPLIES</b>						
1.	<b>CLEARBOOK, A4 SIZE, 20 sheets, assorted color</b> <b>Php45.00/pc</b>	<b>96 pcs</b>				
2.	<b>SIGN PEN, EXTRA FINE TIP, BLACK, NEEDLE TIP 0.5 mm</b> <b>Php32.00/pc</b>	<b>212 pcs</b>				
3.	<b>SIGN PEN, EXTRA FINE TIP, BLUE, NEEDLE TIP 0.5 mm</b> <b>Php32.00/pc</b>	<b>173 pcs</b>				
4.	<b>SIGN PEN, EXTRA FINE TIP, RED, NEEDLE TIP 0.5 mm</b> <b>Php32.00/pc</b>	<b>82 pcs</b>				
5.	<b>ERASER, PLASTIC/RUBBER eraser, 20 grams</b> <b>Php9.00/pc</b>	<b>67 pcs</b>				

6.	<b>BATTERY, DRY CELL SIZE AAA, ALKALINE LR03, 2 pieces per blister pack</b> <b>Php60.00/pack</b>	<b>77 packs</b>				
7.	<b>BATTERY, DRY CELL SIZE AA, ALKALINE LR06, 2 pieces per blister pack</b> <b>Php60.00/pack</b>	<b>100 packs</b>				
8.	<b>COMPUTER MOUSE, Wireless</b> <b>Php160.00/unit</b>	<b>86 units</b>				
9.	<b>TAPE, TRANSPARENT 24mm x 50 meters</b> <b>Php25.00/roll</b>	<b>90 rolls</b>				
10.	<b>MARKER, PERMANENT, BLACK, Fine Tip</b> <b>Php20.00/pc</b>	<b>55 pcs</b>				
11.	<b>MARKER, PERMANENT, BLUE, Fine Tip</b> <b>Php20.00/pc</b>	<b>26 pcs</b>				
12.	<b>MARKER, PERMANENT, RED, Fine Tip</b> <b>Php20.00/pc</b>	<b>16 pcs</b>				
13.	<b>MARKER, WHITEBOARD BLACK, Fine Tip</b> <b>Php20.00/pc</b>	<b>39 pcs</b>				

14.	<b>MARKER, WHITEBOARD BLUE, Fine Tip</b>  <b>Php20.00/pc</b>	<b>25 pcs</b>				
15.	<b>MARKER, WHITEBOARD RED, Fine Tip</b>  <b>Php20.00/pc</b>	<b>14 pcs</b>				
16.	<b>STAMP PAD, FELT, bed dimension: 60mm x 100mm</b>  <b>Php40.00/pc</b>	<b>15 pcs</b>				
17.	<b>INDEX TAB, sticker adhesive 10 colors x 20 sheets</b>  <b>Php50.00/pc</b>	<b>135 pcs</b>				
18.	<b>DATA FOLDER, made of chipboard, taglia lock, 15 x 9 x 3 inches</b>  <b>Php160.00/pc</b>	<b>465 pcs</b>				
19.	<b>RUBBER BAND NO.18, 350g</b>  <b>Php230.00/box</b>	<b>20 boxes</b>				
20.	<b>FASTENER, plastic, 70mm, 50 sets per box</b>  <b>Php82.00/box</b>	<b>25 boxes</b>				
21.	<b>NOTEPAD, STICK-ON, 50mm x 76mm, 100 sheets per pad</b>  <b>Php37.00/pad</b>	<b>109 pads</b>				

22.	<b>NOTEPAD, STICK-ON, 76mm x 100mm, 100 sheets per pad</b> <b>Php52.00/pad</b>	<b>131 pads</b>				
23.	<b>NOTEPAD, STICK-ON, 76mm x 76mm, 100 sheets per pad</b> <b>Php59.00/pad</b>	<b>92 pads</b>				
24.	<b>BALLPEN, ballpoint, black</b> <b>Php10.00/pc</b>	<b>329 pcs</b>				
25.	<b>CERTIFICATE FRAME / A4</b> <b>Php120.00/pc</b>	<b>130 pcs</b>				
26.	<b>Certificate Frame A3</b> <b>Php500.00/pc</b>	<b>20 pcs</b>				
27.	<b>CERTIFICATE HOLDER, Letter Size - (8.5/11) - Blue</b> <b>Php50.00/pc</b>	<b>110 pcs</b>				
28.	<b>CERTIFICATE JACKET/A4</b> <b>Php50.00/pc</b>	<b>50 pcs</b>				
29.	<b>Colored Copy Paper, Sky Blue, 80 gsm, A4 size, 500 sheets</b> <b>Php600.00/ream</b>	<b>6 reams</b>				

30.	<b>Colored Paper A4, assorted, 250sheets, 80gsm</b> <b>Php249.00/ream</b>	<b>2 reams</b>				
31.	<b>COLORED PAPER, Assorted color, 25s</b> <b>Php50.00/pack</b>	<b>30 packs</b>				
32.	<b>CORRECTION TAPE, 5mm x6m</b> <b>Php100.00/pc</b>	<b>6 pcs</b>				
33.	<b>Customized Certificate Holder, Red, Letter size with DepEd Calabarzon logo</b> <b>Php150.00/pc</b>	<b>136 pcs</b>				
34.	<b>DOCUMENT BOX - /Legal Size - Blue</b> <b>Php450.00/pc</b>	<b>12 pcs</b>				
35.	<b>DOCUMENT KEEPER MAGAZINE FILE BOX (long, N. Blue) Height: 10" inches &amp; Width: 5" inches</b> <b>Php400.00/pc</b>	<b>15 pcs</b>				
36.	<b>Gel Pen (0.5, Black)</b> <b>Php50.00/pc</b>	<b>115 pcs</b>				
37.	<b>Double Sided Tape, 24 x 10 mm</b> <b>Php50.00/roll</b>	<b>25 rolls</b>				

38.	<b>Epson Maintenance Box C13T04D100</b> <b>Php600.00/box</b>	<b>23 boxes</b>				
39.	<b>EXPANDABLE FOLDER /A4 - Green</b> <b>Php30.00/pc</b>	<b>30 pcs</b>				
40.	<b>EXPANDABLE FOLDER /Legal Size -Green</b> <b>Php35.00/pc</b>	<b>30 pcs</b>				
41.	<b>GLUE GUN, small, heavy duty</b> <b>Php200.00/unit</b>	<b>5 units</b>				
42.	<b>GLUE STICK (FOR GLUE GUN), small, 6s</b> <b>Php25.00/pack</b>	<b>33 packs</b>				
43.	<b>GLUE STICK (PASTE), 15g</b> <b>Php25.00/pc</b>	<b>18 pcs</b>				
44.	<b>Sticky Notes 3x3 Inches Bulk 28 Pack 2800 Sheets Colored Self-Stick Pads, 100 Sheets/Pad, 4 Bright Colors (Yellow, Green, Pink, Blue) for Office Supplies, School, Home</b> <b>Php180.63/set</b>	<b>1 set</b>				



45.	<b>ID Lace, Red (with DepEd CALABARZON Print)</b> <b>Php19.50/pc</b>	<b>115 pcs</b>				
46.	<b>KEYBOARD, K120 USB Standard computer keyboard</b> <b>Php600.00/unit</b>	<b>9 units</b>				
47.	<b>LAID PAPER, 8 1/2 X 11, 500 SHEETS, 85 GSM</b> <b>Php2,000.00/ream</b>	<b>6 reams</b>				
48.	<b>LAID PAPER/A4, white, 90gsm</b> <b>Php2,500.00/ream</b>	<b>10 reams</b>				
49.	<b>LAMINATING FILM LONG (222mm X 337mm), 125 microns, 100s</b> <b>Php600.00/pack</b>	<b>10 packs</b>				
50.	<b>LAMINATING MACHINE</b> <b>Php3,000.00/unit</b>	<b>1 unit</b>				
51.	<b>MANILA PAPER, 10 pcs per pack</b> <b>Php60.00/pack</b>	<b>20 packs</b>				
52.	<b>Matte-Coated Photo Paper A4 20s</b> <b>Php88.00/pack</b>	<b>10 packs</b>				

53.	<b>Office Laminating Film A4 25020LF 250 Microns A4 20s</b>  <b>Php418.00/pack</b>	<b>11 packs</b>				
54.	<b>Office Organization and Storage, Clear PET Letter Tray Desk Organizer, Stackable Paper Tray Organizer for Desk Accessories, Notes, Pens, File Paper, Documents</b>  <b>Php700.00/set</b>	<b>1 set</b>				
55.	<b>PAPER, Bond Paper A3 80gsm, White</b>  <b>Php500.00/ream</b>	<b>3 reams</b>				
56.	<b>PHOTO PAPER, 10 sheets per pack, A4, glossy</b>  <b>Php80.00/pack</b>	<b>26 packs</b>				
57.	<b>PLANNER (TOKEN) Leather, A5 Size, with DepEd CALABARZON Logo</b>  <b>Php200.00/pc</b>	<b>100 pcs</b>				
58.	<b>PLASTIC ENVELOPE, clear, long</b>  <b>Php20.00/pc</b>	<b>30 pcs</b>				
59.	<b>PLASTIC FASTENER, 70mm Plastic, 50 sets per box</b>  <b>Php55.00/box</b>	<b>21 boxes</b>				

60.	<b>Plastic ID Jacket (A7)</b> <b>Php15.00/pc</b>	<b>115 pcs</b>				
61.	<b>RETRACTABLE BALLPEN, Hi-Tecpoint V 1.0 blue</b> <b>Php80.00/pc</b>	<b>120 pcs</b>				
62.	<b>RETRACTABLE BALLPEN, Hi-Tecpoint V RT 0.5 black</b> <b>Php80.00/pc</b>	<b>90 pcs</b>				
63.	<b>RETRACTABLE BALLPEN, Hi-Tecpoint V RT 0.5 blue</b> <b>Php80.00/pc</b>	<b>90 pcs</b>				
64.	<b>RETRACTABLE BALLPEN, Hi-Tecpoint V RT 0.7 black</b> <b>Php80.00/pc</b>	<b>90 pcs</b>				
65.	<b>RETRACTABLE BALLPEN, Hi-Tecpoint V RT 0.7 blue</b> <b>Php80.00/pc</b>	<b>90 pcs</b>				
66.	<b>RETRACTABLE BALLPEN, Hi-Tecpoint V RT 1.0 black</b> <b>Php80.00/pc</b>	<b>90 pcs</b>				
67.	<b>KEYBOARD, K120 USB Standard computer keyboard</b> <b>Php600.00/unit</b>	<b>9 units</b>				

68.	<b>STICKER PAPER, 10 sheets per pack, matte</b> <b>Php60.00/pack</b>	<b>39 packs</b>				
69.	<b>Storage File Box, Brown, 12" x 16"</b> <b>Php200.00/pc</b>	<b>70 pcs</b>				
70.	<b>Vellum Board Paper, 200gsm, White - A4 size - 10sheets/pack</b> <b>Php50.00/pack</b>	<b>13 packs</b>				
71.	<b>WHITE BOARD, wall-mounted, 24 x 18 inches</b> <b>Php500.00/pc</b>	<b>15 pcs</b>				
72.	<b>White paper Plotter paper - 24" inches x50 Yards - 80/85gsm High Quality, Ultra white, 2" Core</b> <b>Php500.00/roll</b>	<b>5 rolls</b>				
73.	<b>Wireless Presentation Remote &amp; Laser Pointer</b> <b>Php2,035.00/pc</b>	<b>1 pc</b>				
74.	<b>UNINTERRUPTIBLE POWER SUPPLY (650 VA, 230V)</b> <b>Php2,000.00/unit</b>	<b>25 units</b>				

<b>LOT II- JANITORIAL SUPPLIES</b>						
1.	<b>BROOM (WALIS TAMBO), weight: 200g min tiger grass</b>  <b>Php225.00/pc</b>	<b>15 pcs</b>				
2.	<b>DETERGENT POWDER, all purpose, 1 kg</b>  <b>Php75.00/pouch</b>	<b>43 pouches</b>				
3.	<b>TOILET BOWL AND URINAL LIQUID CLEANER, 900ml- 1,000ml</b>  <b>Php50.00/bottle</b>	<b>45 bottles</b>				
4.	<b>BLEACHING SOLUTION, 1 gallon</b>  <b>Php100.00/gallon</b>	<b>36 bottles</b>				
5.	<b>DEODORANT CAKE</b>  <b>Php50.00/pc</b>	<b>60 pcs</b>				
6.	<b>Dipped Double-Sided Dishwashing Sponge</b>  <b>Php4.00/pc</b>	<b>3 pcs</b>				
7.	<b>Dishwashing Liquid, 1 Gallon</b>  <b>Php100.00/gallon</b>	<b>47 bottles</b>				
8.	<b>DISPOSABLE GLOVES, large</b>  <b>Php150.00/box</b>	<b>5 boxes</b>				
9.	<b>DOOR MAT, Cloth, rectangle</b>  <b>Php50.00/pc</b>	<b>20 pcs</b>				

10.	<b>TRASH BAG MEDIUM SIZE (BLACK)</b> <b>Php120.00/roll or pack</b>	<b>30 rolls or packs</b>				
11.	<b>TRASHBAG, CLEAR, 22" x 24", M, 10 pieces per roll or pack</b> <b>Php200.00/ roll or pack</b>	<b>180 rolls or packs</b>				
12.	<b>TRASHBAG, GREEN, 22" x 24", M, 10 pieces per roll or pack</b> <b>Php200.00/ roll or pack</b>	<b>180 rolls or packs</b>				
13.	<b>TRASHBAG, YELLOW, 22" x 24", M, 10 pieces per roll or pack</b> <b>Php200.00/ roll or pack</b>	<b>180 rolls or packs</b>				
14.	<b>Feather Duster (balahibo)</b> <b>Php300.00/pc</b>	<b>15 pcs</b>				
15.	<b>Heavy Duty Metal Floor Squeegee Scrubber Silicone Rubber Blade Floor Wiper Scraper Mop (60cm.width)</b> <b>Php1,200.00/pc</b>	<b>2 pcs</b>				
16.	<b>HEAVY DUTY RUBBER GLOVES (LARGE)</b> <b>Php250.00/pc</b>	<b>12 pcs</b>				
17.	<b>HEAVY DUTY RUBBER GLOVES (MEDIUM)</b> <b>Php220.00/pc</b>	<b>12 pcs</b>				

18.	<b>Men's Urinal Anti-blocking and Deodorizing mat</b> <b>Php250.00/pc</b>	<b>60 pcs</b>				
19.	<b>MICRO FIBER CLOTH 30cm x 60cm (BLUE)</b> <b>Php70.00/pc</b>	<b>50 pcs</b>				
20.	<b>Mop Handle (all aluminum)</b> <b>Php1,000.00/pc</b>	<b>8 pcs</b>				
21.	<b>Mothballs, pack of 10pcs.</b> <b>Php50.00/pack</b>	<b>5 packs</b>				
22.	<b>Car protector spray for rubber, plastic, vinyl and leather 250ml</b> <b>Php350.00/can</b>	<b>42 cans</b>				
23.	<b>Paper Cups 5 oz. (white) 50pcs/pack</b> <b>Php60.00/pack</b>	<b>50 packs</b>				
<b>LOT III- COMPUTER PRINTER INKS</b>						
1.	<b>INK CARTRIDGE, CANON CL 811, COLORED</b> <b>Php1,320.00/cart</b>	<b>6 carts</b>				

2.	<b>INK CARTRIDGE, CANON PG-810, BLACK</b> <b>Php1,000.00/cart</b>	<b>6 carts</b>				
3.	<b>INK CARTRIDGE, EPSON C13T664100 (T6641), Black</b> <b>Php320.00/cart</b>	<b>14 carts</b>				
4.	<b>INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan</b> <b>Php320.00/cart</b>	<b>15 carts</b>				
5.	<b>INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta</b> <b>Php320.00/cart</b>	<b>15 carts</b>				
6.	<b>INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow</b> <b>Php320.00/cart</b>	<b>15 carts</b>				
7.	<b>INK CARTRIDGE, HP CZ107AA (HP678), Black</b> <b>Php650.00/cart</b>	<b>17 carts</b>				
8.	<b>INK CARTRIDGE, HP CN692AA (HP704), Black</b> <b>Php630.00/cart</b>	<b>12 carts</b>				
9.	<b>INK CARTRIDGE, HP F6V27AA (HP680), Black</b> <b>Php620.00/cart</b>	<b>21 carts</b>				
10.	<b>INK CARTRIDGE, HP CZ108AA (HP678), Tri-color</b> <b>Php650.00/cart</b>	<b>17 carts</b>				



11.	<b>INK CARTRIDGE, HP CN693AA (HP704), Tri-color</b>  <b>Php630.00/cart</b>	<b>12 carts</b>				
12.	<b>INK CARTRIDGE, HP F6V26AA (HP680), Tri-color</b>  <b>Php620.00/cart</b>	<b>21 carts</b>				
13.	<b>DCP - T510W, BT5000 - CYAN</b>  <b>Php400.00/bottle</b>	<b>9 bottles</b>				
14.	<b>DCP - T510W, BT5000 - MAGENTA</b>  <b>Php400.00/bottle</b>	<b>9 bottles</b>				
15.	<b>DCP - T510W, BT5000 - YELLOW</b>  <b>Php400.00/bottle</b>	<b>9 bottles</b>				
16.	<b>DCP - T510W, BT5000 - BLACK</b>  <b>Php400.00/bottle</b>	<b>9 bottles</b>				
17.	<b>EPSON GENUINE Ink 001 Black</b>  <b>Php400.00/bottle</b>	<b>20 bottles</b>				
18.	<b>EPSON GENUINE INK 001 CYAN</b>  <b>Php350.00/bottle</b>	<b>10 bottles</b>				
19.	<b>EPSON GENUINE INK 001 Magenta</b>  <b>Php350.00/bottle</b>	<b>10 bottles</b>				

20.	<b>EPSON GENUINE INK 001 Yellow</b> <b>Php350.00/bottle</b>	<b>10 bottles</b>				
21.	<b>EPSON GENUINE INK 003 BLACK</b> <b>Php300.00/bottle</b>	<b>40 bottles</b>				
22.	<b>EPSON GENUINE INK 003 CYAN</b> <b>Php300.00/bottle</b>	<b>40 bottles</b>				
23.	<b>EPSON GENUINE INK 003 MAGENTA</b> <b>Php300.00/bottle</b>	<b>15 bottles</b>				
24.	<b>EPSON GENUINE INK 003 YELLOW</b> <b>Php300.00/bottle</b>	<b>15 bottles</b>				
25.	<b>HP 712 29-ml Cyan DesignJet Ink Cartridge, Product number: 3ED67A</b> <b>Php2,185.00/pc</b>	<b>4 pcs</b>				
26.	<b>HP 712 29-ml Magenta DesignJet Ink Cartridge, Product number: 3ED68A</b> <b>Php2,185.00/pc</b>	<b>4 pcs</b>				
27.	<b>HP 712 29-ml Yellow DesignJet Ink Cartridge, Product number: 3ED69A</b> <b>Php2,185.00/pc</b>	<b>4 pcs</b>				

28.	<b>HP 712 80-ml Black DesignJet Ink Cartridge, Product number: 3ED71A</b> <b>Php3,470.00/pc</b>	<b>4 pcs</b>				
29.	<b>HP GENUINE INK (GT53), BLACK</b> <b>Php400.00/bottle</b>	<b>10 bottles</b>				
30.	<b>HP Printhead Smart Tank 515</b> <b>Php2,000.00/cart</b>	<b>10 carts</b>				
31.	<b>GESTETNER, Toner, MP2014H</b> <b>Php3,700.00/pc</b>	<b>14 pcs</b>				
32.	<b>Ink Cartridge, HP 682, Black</b> <b>Php560.00/cartridge</b>	<b>8 cartridges</b>				
33.	<b>Ink Cartridge, HP 682, Tricolor</b> <b>Php540.00/ cartridge</b>	<b>8 cartridges</b>				
34.	<b>Samsung ML-2855 ND, Samsung D209L Toner</b> <b>Php6,000.00/cart</b>	<b>3 carts</b>				
<b>TOTAL COST:</b>						

*\*The above quoted prices are inclusive of all costs and applicable taxes.*

<p align="center"><b><u>SCHEDULE OF REQUIREMENTS</u></b></p> <p>Bidders must state “Comply” or any equivalent term in the column “Bidder’s Statement of Compliance” against each of the individual parameters of each SCHEDULE.</p>	<p align="center"><b><u>BIDDER’S STATEMENT OF COMPLIANCE</u></b> <b>(“Comply” or “Not Comply”)</b></p>
<p align="center"><b>15 Calendar Days upon Receipt of the P.O</b></p>	

<b><u>FINANCIAL OFFER</u></b>	
<b>Approved Budget for the Contract</b>	<b>Your Total Offered Quotation</b>
<p align="center"><b>LOT I- Php472,869.13</b></p>	In words:
	In figures:
<p align="center"><b>LOT II- Php190,502.00</b></p>	In words:
	In figures:
<p align="center"><b>LOT III- Php304,660.00</b></p>	In words:
	In figures:
<b><u>Payment Details:</u></b>	Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank’s LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfilment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.
Banking Institution	
Account Number	
Account Name	
Branch	

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) calendar days from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the Lowest Calculated and Responsive Quotation (for goods and infrastructure) or, the Highest Rated Offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The Department of Education Region 4A shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DBM shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Department of Education Region IV-A shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

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Signature over Printed Name

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Position/Designation

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Office Telephone Number

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Fax/Mobile Number

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E-mail address/es