



Republic of the Philippines  
Department of Education  
**PANGASINAN DIVISION II**  
Binalonan, Pangasinan

**REQUEST FOR QUOTATION**

**DATE** 05-Jan-26

**PROJECT TITLE** *Supply and delivery of office supplies to be used forhte preparation of reports of School-Based Feeding Program (SBFP) Implementing Schools SY 2025-2026 (ROI-24-0435 dated March 22, 2024).*

**Quotation Number** Pang2-Quo-25-12-0199R

Company Name \_\_\_\_\_ Date: \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Number \_\_\_\_\_  
PhilGeps Registration No. \_\_\_\_\_

**TERMS AND CONDITIONS**

1. Bidders shall provide correct and accurate information required by this form.
2. Price quotation must be valid for thirty (30)calendar days from the date of submission.
3. Price quotation shall include all taxes, duties and levies payable.
4. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder.
5. Item/s shall be delivered according to its technical specification.
6. **Please attach the following documents together with this document:**
  - a. PhilGeps Registration Certificate
  - b. Business/Mayor's Permit
  - c. DTI Registration/SEC Registration
  - d. Certificate of Registration (COR)
  - e. Omnibus Sworn Statement
  - f. TAX CLEARANCE CERTIFICATE

**Note:** Please quote your lowest price for the item/s listed below, subject to the Terms and Conditions and submit your duly signed quotation on **January 9, 2026 @ 9:00 AM** in a **SEALED ENVELOPE**. It must be duly received by the BAC Secretariat through manual submission.

**Award criteria will be based on the Republic Act 12009 and its Implementing Rules and Regulations (IRR) otherwise known as the New Government Procurement Act (NGPA).**

MARCIANO U. SORIANO, JR.  
BAC Chairperson

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
1	Ink, Epson 003, black	10	bottles		
2	Ballpen, black, retractable, 0.5mm, 12's	8	boxes		
3	Sign Pen, black, 0.5mm V5 RT	15	pieces		
4	Sign Pen, blue, 0.5mm V5 RT	70	pieces		
5	Sign Pen, blue, 1.0mm V5 RT	10	pieces		
6	Bond Paper, Long, 80gsm	10	reams		
7	Bond Paper, A4, 80gsm	10	reams		
8	Bond Paper, Letter, 80gsm	5	reams		
9	Folder, Legal	74	pieces		
10	Plastic Fastener	10	boxes		
11	Paper Clip, 33mm 50gsm	10	boxes		
12	Paper Clip, 50mm 50gsm	10	boxes		
13	Tape Dispenser, Heavy Duty (Large)	3	pieces		
14	Tape, transparent, 1"	10	pieces		
15	Data File Box/box file made of chipboard size: 15.5"x9.5"x4.5" (Magazine file)	10	pieces		
<b>Approved Budget for the Contract : Php 20,774.00</b>				<b>TOTAL</b>	

Supplier's/Bidder's Authorized Representative  
Signature Over Printed Name

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



Address: Canaryvacanan, Binalonan, Pangasinan  
Telephone Number: (075) 523-8665  
Email: pang2procurement@depd.gov.ph