



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

REQUEST FOR QUOTATION

DATE 21-Jan-26

PROJECT TITLE *Provision and delivery of office supplies and materials, office furniture, and ICT equipment to support the Division Office staff in maintaining a pleasant and healthy work environment.*

Quotation Number Pang2-Quo-26-01-0005

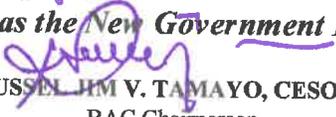
Company Name _____ Date: _____
Address _____
Contact Number _____
PhilGeps Registration No. _____

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 26, 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).


RUSSEL JM V. TAMAYO, CESO VI
BAC Chairperson

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
1	Computer Set System Unit: Intel® Core™ i5 (10th Gen or higher) or equivalent; 8-16 GB DDR4 RAM (expandable); 512 GB SSD; Integrated graphics; Gigabit LAN and Wi-Fi; Minimum of 4 USB ports, HDMI/VGA, Ethernet; Windows 10/11 (licensed); Standard ATX/Micro-ATX casing; 500W power supply. Monitor: 21" LED, Full HD (1920×1080), HDMI/VGA. Keyboard: USB, standard QWERTY. Mouse: USB optical, minimum 1000 DPI. UPS: Minimum 650 VA with AVR. Warranty: At least one (1) year on parts and labor; on-site service preferred.	1	set		

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
2	<p>Photocopier Machine (Multi-Function Copier) Functions: Copy, Print, Scan; Monochrome laser/LED. Speed: Minimum 20 ppm. Paper Sizes: A4 and Legal. Paper Capacity: Minimum 250-sheet input, 100-sheet output. ADF: Minimum 50 sheets. Resolution: Minimum 600 × 600 dpi (copy/print/scan). Duplex Printing: Preferred. Connectivity: USB 2.0 or higher, Ethernet (LAN). OS Compatibility: Windows 10/11. Consumables: High-yield toner, locally available. Warranty: At least one (1) year service warranty; on-site support preferred.</p>	1	unit		
3	<p>Multifunction Printer (Print, Scan) Type: Multifunction printer. Functions: Print, Scan Print Speed: Minimum 20 ppm. Print/Scan Resolution: Minimum 600 × 600 dpi. Paper Sizes: A4 and Legal. Input Tray: Minimum 250 sheets. Output Tray: Minimum 100 sheets. Connectivity: USB 2.0 or higher; Ethernet or Wi-Fi network ready. Consumables: High-yield ink, locally available. Warranty: At least one (1) year warranty; local service support preferred.</p>	8	units		
4	<p>Water Dispenser Type: Hot and Cold. Design: Free-standing or top load. Hot Water Temp: Minimum 85°C. Cold Water Temp: Maximum 10°C. Safety: Child-lock for hot water; overheat protection. Power: 220V / 60Hz. Compatibility: Standard 5-gallon bottled water. Warranty: At least six (6) months to one (1) year service warranty.</p>	1	unit		
5	<p>Office Table, wood + mobile drawer color: Brown or Gray or White ; size: 1200mm x 600mm x 750mm 1400mm*700*750 or customized; thickness Tabletop : 50mm ; cabinet top: 25mm</p>	1	piece		
6	<p>Swivel Chair, office ergonomic chair with headrest; color: black-black/grey-black; Material: Aluminum Alloy base, Fabric foam cushion SEAR and HEADREST, High elastic nylon mesh BACKREST</p>	1	piece		
7	AIRFRESHENER	20	pcs		
8	DIODORIZER CAKE	100	pcs		
9	ALCOHOL	20	gal		
10	BALLPEN	20	pcs		
11	BAR SOAP	20	pcs		
12	SOFT BROOM	20	pcs		
13	BROOM STICK	20	pcs		
14	BRUSH WITH HANDLE	5	pcs		
15	DISHWASHING LIQUID	10	pcs		
16	FABRIC CONDITIONER	10	bottle		
17	GARBAGE BAG, SMALL	20	pcs		
18	GARBAGE BAG, MEDIUM	20	pcs		

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
19	GARBAGE BAG, LARGE	20	pcs		
20	GLASS CLEANER	20	pcs		
21	INSECTICIDE SPRAY	20	pcs		
22	MOP, spin	5	pcs		
23	POWDER DETERGENT	20	pcs		
24	TOILET BOWL CLEANER	20	pcs		
25	BLEACH	5	pcs		
26	Philippine Flag, personalized, 4 x 8 ft.	5	pcs		
27	Banner, Regional Flag, personalized, 3 x 6ft.	5	pcs		
28	Banner, Provincial Flag, personalized, 3 x 6ft.	5	pcs		
29	Banner, Division Flag, personalized, 3 x 6ft.	5	pcs		
Approved Budget for the Contract : Php 329,682.25				TOTAL	

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

Date: _____



Address: Canarvacanan, Binalonan, Pangasinan
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Email: pang2procurement@deped.gov.ph