



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

REQUEST FOR QUOTATION

DATE 11-Jun-26

PROJECT TITLE Supply and Delivery of FY 2026 Office Supplies and Equipment for the Different Units and Offices of the Division.

Quotation Number Pang2-Quo-26-06-0062

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 **June 18, 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 Most Economically Advantageous Responsive Bid (MEARB) under RULE VII Section 49.2 of the Implementing Rules and Regulations of R.A. 12009 otherwise known as the New Government Procurement Act (NGPA).

RUSSEL JIM V. TAMAYO, CESO VI
BAC Chairperson

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
1	AIR FRESHENER, 320ml	37	can		
2	AIR FRESHENER GEL TYPE, SAKURA AND LILY SCENT	15	piece		
3	BATHROOM DEODORIZER, Big	25	piece		
4	ALCOHOL, Ethyl, Gallon	5	gallon		
5	ARROW FLAG (SIGN HERE)	5	pack		
6	Automatic Voltage Regulator (AVR)	1	piece		
7	BALLPEN, black	10	box		
8	BALLPOINT PEN, EXTRA FINE TIP	100	piece		
9	BALLPOINT PEN, FINE TIP	40	piece		
10	BALLPOINT PEN, MEDIUM TIP	60	piece		
11	BALLPEN, Matrix 0g 4, BLACK	30	piece		
12	BALLPEN, Matrix 0g 4, BLUE	20	piece		
13	BATTERY, dry cell, size AA	86	pack		
14	BATTERY, dry cell, size AAA	82	pack		
15	BLEACH	8	gallon		
16	BLEACHING SOLUTION, 1liter	18	bottle		

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
17	BROOM (Walis Tambo)	8	piece		
18	BROOM (Walis Ting-ting)	15	piece		
19	BUCKET, 24L	3	unit		
20	CALCULATOR, GX-14B 14 digits	2	piece		
21	CD-RW	4	piece		
22	CLEANER, Toilet Bowl and Urinal	38	bottle		
23	CLIP, backfold, 19mm	5	box		
24	Carbon Paper Film (BLUE) LEGAL	2	box		
25	Compact Bluetooth Wired Keyboard and Mouse with number	2	piece		
26	Keyboard, Slim Wireless with number pad and mouse combo,	2	piece		
27	CORRECTION TAPE	235	piece		
28	DATA FILE BOX	187	piece		
29	DATA FOLDER	30	piece		
30	Data File Storage Box with cover Blue & Black - Long	1	box		
31	DATER STAMP	4	piece		
32	DETERGENT BAR	29	piece		
33	DETERGENT POWDER, all purpose, 1kg.	106	pouch		
34	Disinfectant Spray, Fresh Blossom 510g	1	can		
35	DISHWASHING LIQUID, 1 liter	43	bottle		
36	Dish Washing Liquid Kalamansi, (790ml)	1	bottle		
37	DISHWASHING SPONGE	36	pcs		
38	DOOR MAT	22	piece		
39	DOUBLE-SIDED TAPE, FOAM, 12mm	7	roll		
40	DOUBLE-SIDED TAPE, FOAM, 24mm	10	roll		
41	DOUBLE-SIDED TAPE, TISSUE, 12mm	6	roll		
42	DOUBLE-SIDED TAPE, TISSUE, 24mm	7	roll		
43	DUST PAN	3	piece		
44	ENVELOPE, Expanding, Plastic	10	piece		
45	EPSON INK, 003, BLACK	309	bottle		
46	EPSON INK, 003, CYAN	160	bottle		
47	EPSON INK, 003 MAGENTA	158	bottle		
48	EPSON INK, 003, YELLOW	158	bottle		
49	EPSON INIK, 008, BLACK	5	bottle		
50	EPSON INK, 008, CYAN	1	bottle		
51	EPSON INK, 008, MAGENTA	1	bottle		
52	EPSON INK, 008, YELLOW	1	bottle		
53	Epson Ribbon Cartridge LX-310	5	piece		
54	ERASER, plastic/rubber	10	piece		
55	EXPANDBLE ENVELOPE PAPER	10	piece		
56	EXPANDBLE ENVELOPE PLASTIC (ASSORTED COLORS)	10	piece		
57	EXTENSION CORD, 10 mtrs with on/off switch	2	piece		
58	External CD DVD Drive USB	1	piece		
59	EXTERNAL HARD DRIVE, 1TB	1	unit		
60	FABRIC CONDITIONER, 1 Liter	29	bottle		
61	FASTENER, METAL, NON-SHARP EDGES	8	box		
62	FILE FOLDER w/ TAGLIA LOCK, Horizontal, Legal, Blue	70	piece		
63	FILE ORGANIZER	4	piece		
64	FLASH DRIVE, 32gb	7	piece		
65	FOLDER Plain White, a4	100	piece		
66	FOLDER Plain White, legal	100	piece		
67	FOLDER with tab, A4	1	pack		
68	GLASS CLEANER	5	piece		
69	GLUE, all-purpose, 130g	22	bottle		
70	HAND SOAP liquid, 500mL (pump)	33	bottle		
71	KITCHEN TOWEL Jumbo, Twin Roll, 2ply - 70 Pulls	10	pack		
72	LAMINATING FILM	2	pack		
73	LAMINATING MACHINE	1	unit		
74	LATEX GLOVES (Large)	5	box		

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
75	MARKER, Flourescent	30	set		
76	MARKER, Whiteboard, Blue	32	piece		
77	MARKER, Whiteboard, Red	13	piece		
78	MOLD AND MILDEW Spray, 500ml	24	bottle		
79	MOP, BUCKET	4	unit		
80	MOP, Screw Type	3	piece		
81	MOP, Tornado	2	piece		
82	MULTIFUNCTION PRINTER, print.copy.scan	2	unit		
83	Computer Printer, all-in-one printer with print, scan, copy, and fax functions, featuring Wi-Fi, Ethernet, and Wi-Fi Direct connectivity with ADF	6	unit		
84	NOTEPAD, stick-on, 50mm x 76mm	6	pad		
85	Computer Printer, Print, Scan, Copy, Fax with ADF, Print speeds up to 17ipm for black and 9.5ipm for colour, Auto-Duplex printing, Wi-Fi & Wi-Fi Direct , 2-years warranty or 50,000 pages, whichever comes first	1	piece		
86	MURIATIC ACID, 500ml	8	piece		
87	MURIATIC ACID, 1 LITER	2	bottle		
88	OFFICE CHAIR	2	piece		
89	Office Chair Comfortable, Recliner, Rotating, BLACK	4	piece		
90	Office Ergonomic Computer Chair Study Chair, Adjustable Armrest 3D Headrest	1	pack		
91	PAPER CLIP, vinly/plastic coated, 33mm	50	box		
92	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	53	box		
93	PAPER, MULTICOPY A4, 80gsm	30	ream		
94	PAPER, MULTIPURPOSE A4, 80gsm	268	ream		
95	PAPER, MULTIPURPOSE LEGAL, 80gsm	273	ream		
96	PENCIL, lead/graphite, with eraser	12	box		
97	PHOTO PAPER, MATTE	2	pack		
98	PLASTIC FASTENER	9	box		
99	PUNCHER, paper, heavy duty	8	piece		
100	PUSH PIN	1	pack		
101	RECORD BOOK, 300 PAGES	8	book		
102	RUBBER BAND (THICK)	8	box		
103	RUBBER BAND No. 18	15	box		
104	RULER, plastic, 450mm	3	piece		
105	SIGN PEN, V5 RETRACTABLE HI-TECHPOINT, BLACK	8	box		
106	SIGN PEN, V5 RETRACTABLE HI-TECHPOINT, BLUE	8	box		
107	SIGN PEN, V5 RETRACTABLE HI-TECHPOINT REFILL, BLACK	24	piece		
108	SIGN PEN, V5 RETRACTABLE HI-TECHPOINT REFILL, BLUE	24	piece		
109	SIGN PEN, BLACK, (V10 Grip)	45	piece		
110	SIGN PEN, BLUE, (V10 Grip)	27	piece		
111	SIGN PEN, BLACK, (V7 GRIP)	15	piece		
112	SIGN PEN, BLUE, (V7 Grip)	15	piece		
113	SIGN PEN, Extra Fine Tip, Black	64	piece		
114	SIGN PEN, Fine Tip, Black	81	piece		
115	SIGN PEN, Fine Tip, Blue	88	piece		
116	SIGN PEN, Fine Tip, Red	38	piece		
117	SIGN PEN, Medium Tip, Black	101	piece		
118	SIGN PEN, Medium Tip, Blue	110	piece		
119	SIGN PEN, Medium Tip, Red	36	piece		
120	SIGN PEN, Gel Ink Pen 0.5 mm, Test Good brand, Black	4	box		
121	SIGN PEN, Gel Ink Pen 0.5mm, Test Good brand, Blue	4	box		
122	SIGN PEN, (Needle Tip 0.5), Black	4	box		
123	SIGN PEN, (Needle Tip 0.5), Blue	4	box		
124	SIGN PEN, Gel Impact (UM-153s) 1.0mm, Black	1	box		
125	SIGN PEN, Gel Impact (UM-153s) 1.0mm, Blue	1	box		
126	STAMP PAD, felt, No. 4	9	piece		
127	STAMP PAD, INK, Black	5	bottle		
128	STAMP PAD, INK, Blue	6	bottle		
129	STAMP PAD, INK, Shiny Brand, Black	4	unit		

Item No.	Items and Description	Quantity	Unit of Measure	Unit Price	Total Price
130	STAMP PAD, INK, Shiny Brand, Blue	2	piece		
131	STEEL RACK, 5 layers, 50cmx120cmx200cm	1	set		
132	STICKER PAPER, MATTE	11	pack		
133	STORAGE BOX with cover and wheels (70L BLACK) L64 x W44 x H39cm	50	piece		
134	TAPE, electrical	1	roll		
135	TAPE, masking, 24 mm	3	roll		
136	TAPE, masking, 48 mm	16	roll		
137	TAPE, transparent, 24mm	80	roll		
138	TAPE, transparent, 48 mm	26	roll		
139	TISSUE, INTERFOLDED PAPER TOWEL, 2 ply, 150 pulls	236	pack		
140	TOILET BRUSH	3	unit		
141	TOILET TISSUE PAPER, 2ply (8 packs)	9	roll		
142	TRASH CAN 15 INCHES, NO LID, BLACK	2	piece		
143	TRASHBAG, Large size, (100pcs)	60	pack		
144	TRASHBAG, XL size, (100pcs)	47	pack		
145	TRASHBAG, XXL size, (100pcs)	25	pack		
146	TRASHBAG, Drawstring, Perfect Brand, 10pcs/roll	3	roll		
147	WIFI EXTENDER	2	unit		
148	WIRELESS PRESENTER	1	unit		
Approved Budget for the Contract : Php 1,389,354.15				TOTAL	

Supplier's/Bidder's Authorized Representative

Signature Over Printed Name

Date:



Address: Canarvacanan, Binalonan, Pangasinan

Telephone Number: (075) 523-8665

Email: pang2procurement@deped.gov.ph