

**Republic of the Philippines  
MUNICIPALITY OF KAPALONG  
Province of Davao del Norte**

Quotation No. 20220280  
PR No. 300-22-02-0101  
Date 2/3/2022  
Page 1/2

Sir/Madam:

**Requisitioning Office: KCAST**

PURSUANT TO THE PERTINENT PROVISION OF REPUBLIC ACT NO. 9184 AND IT'S IMPLEMENTING RULES AND REGULATIONS, PLEASE QUOTE YOUR UNIT, TOTAL AND GRAND/LOT PRICE OF THE ITEMS LISTED HEREUNDER, WHICH THE MUNICIPALITY OF KAPALONG, DAVAO DEL NORTE DESIRES TO PURCHASE. SHOULD THE BIDS AND AWARDS COMMITTEE FIND YOUR PRICE REASONABLE, RESPONSIVE AND LOWEST IN THE MARKET, YOU WILL BE OFFICIALLY NOTIFIED AS TO THE DATE OF DELIVERY. IN CASE THERE IS A FAILURE OF DELIVERY AND/OR LATE DELIVERIES, LIQUIDATED DAMAGES SHALL BE IMPOSED AND BE CHARGED AGAINST YOUR PRESENT OR FUTURE TRANSACTIONS.

Item No.	Qty.	Unit	Description	ABC	Unit Price	Total Price	Remarks & Date of Delivery
1	50	pcs	Data File Bo(15"x9.5"x4.5")	168.00			
2	20	box	Office File Document Storage Sturdy box(L-16xW-11.xH-11.5")	558.00			
3	6	pcs	Flash Drive,32GB cap. USB	540.00			
4	200	pcs	Folder,legal(Blue)	10.00			
5	200	pcs	Folder,legal(violet)	10.00			
6	200	pcs	Folder,legal(orange)	10.00			
7	200	pcs	Folder,legal(green)	10.00			
8	200	pcs	Folder,legal(red)	10.00			
9	200	pcs	Folder,legal(pink)	10.00			
10	200	pcs	Folder,legal(Yellow)	10.00			
11	2	packs	Folder tagboard,legal size,100pcs/pack(brown w/inner white)	684.00			
CONT. NEXT PAGE							

**SUPPLIERS MUST SPECIFY/INDICATE  
BRAND NAMES UPON QUOTATION**

**(SGD.) MARY ELIZABETH L. EXALA**  
BAC-Chairperson

**I HEREBY CERTIFY:**

- 1) THE ABOVE PRICES OF THE ITEMS HEREIN DESCRIBED ARE CURRENT AND VALID FOR 60 DAYS FROM DATE OF THE OPENING OF CANVASS.
- 2) IN CASE THE MUNICIPALITY OF KAPALONG, DAVAO DEL NORTE WILL OFFICIALLY NOTIFY THAT THE ITEMS WILL BE PRODUCED FROM MY/OUR ESTABLISHMENT, THE STOCKS ARE READILY AVAILABLE OFF THE SHELF.

**NAME OF ESTABLISHMENT:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**TEL. NO.:** \_\_\_\_\_

**CANVASS BY:** \_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
SIGNATURE  
\_\_\_\_\_  
PRINTED NAME  
\_\_\_\_\_  
POSITION

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Item No.	Qty.	Unit	Description	ABC	Unit Price	Total Price	Remarks & Date of Delivery
12	40	bots	Ink Epson 003(Black)	350.00			
13	20	bots	Ink Epson 003(Cyan)	350.00			
14	20	bots	Ink Epson 003 (magenta)	350.00			
15	20	bots	Ink Epson 003(yellow)	350.00			
16	35	reams	paper Fastener,vinyl coated 50's	50.00			
17	211	reams	Paper multicopy A4 size 70 gsm	228.00			
18	275	reams	paper Multicopy legal 70 gsm	234.00			
19	3	roll	Plastic Cellophane,thick(for cover)50 meters	762.00			
20	30	packs	Photopaper 20 sheets A4 size	102.00			
21	50	pcs	PVS transparent	15.00			
22	100	box	tabing Letter 5 pcs/box	24.00			
23	16	roll	tape Transparent	42.00			
24	10	packs	Vellum Board 10pcs/pack long	42.00			
			<b>Total Approved Budget Contract</b>	<b>196,964.00</b>			

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**NAME OF ESTABLISHMENT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TEL. NO.:** \_\_\_\_\_

SIGNATURE

PRINTED NAME

**CANVASS BY:** \_\_\_\_\_

Signature Over Printed Name

POSITION



