

**REPUBLIC OF THE PHILIPPINES**  
**MUNICIPALITY OF KAPALONG**  
 Province of Davao del Norte

RFQ NO. 20230185  
 PR No. 100-23-02-0236  
 Date 2/28/2023  
 Page 1/1

Sir/Madam:

Requesting Office: Mayor's Office

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	120	ream	Paper Multi-purpose 70GSM (long)	234.00			
2	120	ream	Paper Multi-purpose 70GSM (A4)	228.00			
3	50	box	Ballpen 50's	228.00			
4	20	box	Fastener 50's	50.00			
5	30	bottle	Ink Epson Black	350.00			
6	20	bottle	Ink Epson Magenta	350.00			
7	20	bottle	Ink Epson Cyan	350.00			
8	20	bottle	Ink Epson Yellow	350.00			
9	10	pack	Photo Paper A4 20's	100.00			
10	4	pack	Folder 100's	684.00			
11	5	pack	Vellum paper 100's	420.00			
12	8	box	Permanent Marker (black) 12's	492.00			
13	5	box	Permanent Marker (blue) 12's	492.00			
14	10	box	Whiteboard Marker (black) 12's	438.00			
15	10	box	Sign Pen (black) 12's	324.00			
			<b>CONT.NEXT PAGES</b>				

**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.:** \_\_\_\_\_

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 PRINTED NAME

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

\_\_\_\_\_  
 POSITION

**MUNICIPALITY OF KAPALONG**  
Province of Davao del Norte

RFQ NO. 20230185  
PR No: 100-23-02-0236  
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Page: 2/2

Sir/Madam:

**Requesting Office: MAYOR'S OFFICE**

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
16	10	box	Sign Pen (blue) 12's	324.00			
17	15	box	Binder Clip (1 inch.)	25.00			
18	20	piece	Scissors 6mm	52.00			
19	30	pc	Certificate Holder long	75.00			
20	50	pc	Certificate Holder A4	70.00			
21	6	bottle	Brother Ink Cyan	500.00			
22	6	bottle	Brother Ink Magenta	500.00			
23	6	bottle	Brother Ink Yellow	500.00			
24	6	bottle	Brother Ink Black	500.00			
25	2	box	Correction Tape 48's	500.00			
26	14	ream	Newsprint Paper (folio)	132.00			
<b>TOTAL APPROVED BUDGET CONTRACT</b>				<b>144,445.00</b>			

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BRAND NAMES UPON QUOTATION**

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

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

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





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