

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

RFQ NO. 20231010  
PR No. 300-23-11-1239  
Date 11/10/2023  
Page 1/2

Sir/Madam:

Requesting Office: **MEO**

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	1	reams	Building Permit Forms	750.00			
2	1	reams	Electrical Permit Forms	750.00			
3	1	ream	Certificate of Occupancy	750.00			
4	20	ream	Bond Paper short sub 16	150.00			
5	20	ream	Bond Paper long sub 16	160.00			
6	40	ream	Paper for PPC (Plain Paper Copiers) Legal 70 GSM	278.00			
7	40	ream	Paper for PPC (Plain Paper Copiers) A4 70 GSM	255.00			
8	1	box	Carbon Paper Plastofoil black long	990.00			
9	2	packs	Folder File, Legal size, Tagboard equivalent 14 pts 100	684.00			
10	3	pcs	Record Book 160 Leaves	66.00			
11	12	pcs	Sign Pen Black	45.00			
12	56	pcs	Ballpen Black BP-S Fine	29.00			
13	10	pcs	Correction Tape 8 mtrs width	35.00			
14	4	roll	Masking Tape 1" width	58.00			
15	3	roll	Tape transparent, 24mm (1") width x 50m.	42.00			
16	3	tube	Multi Purpose glue 130 gms	57.00			
			<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

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Item No.	Qty.	Unit	Description	ABC	Unit Price	Total Price	Remarks & Date of Delivery
17	4	boxes	Paper Clip plastic coated jumbo 50mm	36.00			
18	2	boxes	Paper Clip plastic coated jumbo 33mm	18.00			
19	10	boxes	Paper Fastener plastic coated 50 sets	50.00			
20	16	bots.	Epson Ink T664 Black	350.00			
21	10	bots.	Epson Ink T664 Cyan	350.00			
22	10	bots.	Epson Ink T664 Magenta	350.00			
23	10	bots.	Epson Ink T664 Yellow	350.00			
24	12	bots.	Brother Ink 6000BK black	492.00			
25	8	bot.	Brother Ink 5000 Cyan	240.00			
26	8	bot.	Brother Ink 5000 Magenta	240.00			
27	8	bot.	Brother Ink 5000 Yellow	240.00			
28	4	bots.	Canon Ink PIXMA 790 Black	370.00			
29	2	bot.	Canon Ink PIXMA 790 Yellow	420.00			
30	2	bot.	Canon Ink PIXMA 790 Magenta	420.00			
31	2	bot.	Canon Ink PIXMA 790 Cyan	420.00			
32	4	cans	Air Freshener lemon scent 280ml	300.00			
33	10	bot	Alcohol,rubbing,70% Isoprohyyl,500ml	98.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>69,993.00</b>			

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

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

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

Signature Over Printed Name

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SIGNATURE

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

\_\_\_\_\_  
POSITION





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