

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

RFQ NO. 20231090  
PR No. 100-23-11-1331  
Date 11/23/2023  
Page 1/2

Sir/Madam:

Requesting Office: **MHO**

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	43	reams	Bond Paper (long)	278.00			
2	43	reams	Bond Paper (A4)	255.00			
3	43	reams	Bond Paper (short)	240.00			
4	14	bots	C-003 Ink-Epson	350.00			
5	14	bots	M-003 Ink- Epson	350.00			
6	14	bots	Y-003 Ink-Epson	350.00			
7	14	bots	B-003 Ink-Epson	350.00			
8	14	bots	B-T664 Ink-Epson	350.00			
9	14	bots	C-T664 Ink-Epson	350.00			
10	14	bots	M-T664 Ink-Epson	350.00			
11	14	bots	y-t664 Ink-Epson	350.00			
12	14	pcs.	Puncher (big)	234.00			
			CONT.NEXT PAGES				

**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
13	30	pcs	Magazine Rack	150.00			
14	14	bxs	Ballpen (50's)	328.00			
15	12	packs	Brown Folder (long)/100's	684.00			
16	514	pcs	Brown Envelope (long)	5.00			
17	15	bxs	Pentel Pen (12's)	492.00			
18	101	pcs	Correction Tape	35.00			
19	30	bxs	Paper Fastener (50sets)	50.00			
20	10	bxs	Riso Master Roll	200.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>120,000.00</b>			

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

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

\_\_\_\_\_  
SIGNATURE

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

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

Signature Over Printed Name

\_\_\_\_\_  
POSITION





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