

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

RFQ NO. 20240003  
 PR No. 100-24-01-0007  
 Date 1/19/2024  
 Page 1/2

Sir/Madam:

**Requesting Office: ADMIN. 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                      | 23   | box   | Bottled Water 350ml 40's   | 337.00 |            |             |                            |
| 2                      | 10   | bag   | Biscuits 10packs           | 70.00  |            |             |                            |
| 3                      | 18   | bag   | Coffee 3n1 30g sachet 30's | 247.00 |            |             |                            |
| 4                      | 15   | box   | Bottled Juice 24's 230ml   | 348.00 |            |             |                            |
| 5                      | 20   | box   | Tea 40g sachet (20's)      | 160.00 |            |             |                            |
| 6                      | 24   | pcs.  | Trash Bag Large 10's       | 56.00  |            |             |                            |
| 7                      | 32   | bot   | Alcohol 70% 500ml.         | 98.00  |            |             |                            |
| 8                      | 4    | pcs.  | Broom Soft                 | 98.00  |            |             |                            |
| 9                      | 20   | pairs | Working Gloves Rubber      | 50.00  |            |             |                            |
| <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  
 \_\_\_\_\_  
 POSITION

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

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| Item No. | Qty. | Unit | Description                           | ABC              | Unit Price | Total Price | Remarks & Date of Delivery |
|----------|------|------|---------------------------------------|------------------|------------|-------------|----------------------------|
| 10       | 8    | pcs. | Fabric Softener 1.4 ltr               | 337.00           |            |             |                            |
| 11       | 10   | pcs. | Glass Cleaner 500ml.                  | 120.00           |            |             |                            |
| 12       | 14   | bot  | Disinfectant Spray 454ml              | 463.00           |            |             |                            |
| 13       | 1    | pcs. | Laptop Charger                        | 1,519.00         |            |             |                            |
| 14       | 2    | pcs. | Humidifier                            | 2,185.00         |            |             |                            |
| 15       | 10   | pcs. | Humidifier Oil 50ml.                  | 207.00           |            |             |                            |
| 16       | 40   | pcs. | Tea Spoon                             | 25.00            |            |             |                            |
| 17       | 1    | pc.  | Coffee Maker                          | 1,500.00         |            |             |                            |
| 18       | 2    | pcs. | Mop 360                               | 850.00           |            |             |                            |
| 19       | 1    | pc.  | SSD 1TB for Laptop                    | 2,500.00         |            |             |                            |
| 20       | 2    | pc.  | External Hard Drive 1TB               | 3,000.00         |            |             |                            |
|          |      |      | <b>TOTAL APPROVED BUDGET CONTRACT</b> | <b>59,000.00</b> |            |             |                            |

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

\_\_\_\_\_  
SIGNATURE

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

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

\_\_\_\_\_  
POSITION





\_\_\_\_\_

\_\_\_\_\_





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