

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

RFQ NO. 20240053  
PR No. 100-24-01-0079  
Date 29/01/2024  
Page 1/2

Sir/Madam:

Requesting Office: **MCRO**

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	37	ream	Paper for PPC Legal, 70gsm	247.00			
2	51	ream	Paper for PPC A4, 70gsm	224.00			
3	167	piece	Ballpen (black) (ORD.)	7.00			
4	60	piece	Ballpen (red) (ORD.)	7.00			
5	28	piece	Sign pen (black)	45.00			
6	165	piece	Correction Tape, 12m (5mm)	35.00			
7	19	piece	Book Binder with bolt	450.00			
8	1	pack	Folder Tagboard, legal size, 100pcs/pack	690.00			
9	1	pack	Envelope, brown, legal size, 500/pack	659.00			
10	1	book	Civil Registry Book-Death	2,400.00			
11	1	book	Civil Registry Book-Live birth	2,400.00			
12	1	book	Civil Registry Book-Court Decrees	2,400.00			
13	1	book	Civil Registry Book-Legal Instruments	2,400.00			
14	11	piece	Tape Transparent (1")	42.00			
15	19	piece	Double sided tape (1")	36.00			
<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
16	4	piece	Duck Tape	222.00			
17	26	box	Staple wire No. 35	44.00			
18	13	box	Paper fastener,plastic,short,50's	50.00			
19	7	bot	Epson 664 BK	350.00			
20	4	bot	Epson 664 C	350.00			
21	4	bot	Epson 664 M	350.00			
22	3	bot	Epson 664 Y	350.00			
23	6	bot	Epson 003 BK	350.00			
24	4	bot	Epson 003 C	350.00			
25	4	bot	Epson 003 M	350.00			
26	3	bot	Epson 003 Y	350.00			
27	11	piece	Whiteboard marker, black	39.00			
28	5	piece	Permanent marker, black	41.00			
29	9	piece	Scissor, 65MM	52.00			
30	4	piece	Stamp Pad (black & purple)	56.00			
31	8	bot	Stamp Pad Ink (black & purple)	30.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>66,674.00</b>			

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

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

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

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





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