

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

RFQ NO. 20240182  
PR No. 100-24-02-0238  
Date 2/27/2024  
Page 1/2

Sir/Madam:

**Requesting Office: SBO**

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	50	bottle	Glue,all purpose (130grams)	70.00			
2	50	box	Paper Clip (33 mm/100pcs)	18.00			
3	100	pieces	Sign pen 0.4 (blue)	45.00			
4	5	pack	Folder (legal size) 100's/pack	690.00			
5	5	pack	Folder (short size) 100's/pack	667.00			
6	100	pieces	Correction Tape, 8m	35.00			
7	100	pieces	Expanded Folder,Legal size	18.00			
8	20	set	Flourescent Marker, 3 colors	90.00			
9	15	pieces	Stapler with remover	546.00			
10	12	pieces	Puncher (heavy duty)	234.00			
11	15	pieces	Scissors, Big 65mm	52.00			
			<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
12	50	roll	Scotchtape 1"	42.00			
13	50	roll	Musking Tape 1"	58.00			
14	50	pieces	File Organizer, legal	168.00			
15	50	bottle	Ink Black 003	350.00			
16	50	bottle	Ink Cyan 003	350.00			
17	50	bottle	Ink Magenta 003	350.00			
18	22	bottle	Ink Yellow 003	350.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>108,163.00</b>			

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

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

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





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