

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

RFQ NO. 20240373  
 PR No. 300-24-05-0472  
 Date 5/2/2024  
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Sir/Madam:

Requesting Office: **KCAST**

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	10	reams	Bond Paper long size (green)	285.00			
2	5	reams	Bond Paper long size (yellow)	285.00			
3	15	reams	Bond Paper long size (red)	285.00			
4	8	reams	Bond Paper long size (pink)	285.00			
5	15	reams	Bond Paper long size (orange )	285.00			
6	8	reams	Bond Paper long size (blue)	285.00			
7	15	reams	Bond Paper A4 size (green)	260.00			
8	8	reams	Bond Paper A4 size (yellow)	260.00			
9	15	reams	Bond Paper A4 size (red)	260.00			
10	8	reams	Bond Paper A4 size (pink)	260.00			
11	15	reams	Bond Paper A4 size (orange)	260.00			
12	8	reams	Bond Paper A4 size (blue)	260.00			
13	5	bots	Ink Epson 003 (black)	350.00			
14	5	bots	Ink Epson 003 (cyan)	350.00			
15	5	bots	Ink Epson 003 (yellow)	350.00			
16	5	bots	Ink Epson 003 (magenta)	350.00			
17	10	bots	HP Ink GT53 (black)	480.00			
18	10	bots	HP Ink GT52 (magenta)	480.00			
19	10	bots	HP Ink GT52 (yellow)	480.00			
20	10	bots	HP Ink GT52 (cyan)	480.00			
			<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.:** \_\_\_\_\_

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

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

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Item No.	Qty.	Unit	Description	ABC	Unit Price	Total Price	Remarks & Date of Delivery
21	10	reams	Paper, Multicopy, A4 size 70GSM	224.00			
22	50	reams	Paper, Multicopy, Long size 70GSM	247.00			
23	50	pack	Photopaper 20 sheets, A4 size	102.00			
24	2	pack	PVC Cover Acetate sheet 100pcs/pack long	385.00			
25	3	pack	Toner Cartridge for brother MFC L37770DW Printer- Black	1,322.00			
26	3	pack	Toner Cartridge for brother MFC L37770DW Printer- Yellow	1,322.00			
27	3	pack	Toner Cartridge for brother MFC L37770DW Printer- Magenta	1,322.00			
28	3	pack	Toner Cartridge for brother MFC L37770DW Printer- Cyan	1,322.00			
29	5	pcs	Pentel Pen (broad) Black	35.00			
30	5	pcs	Pentel Pen (broad) Black	35.00			
31	5	pcs	Pentel Pen (broad) Ink	35.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>98,380.50</b>			

**SUPPLIER MUST SPECIFY/INDICATE  
BRAND NAMES UPON QUOTATION**

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

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

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

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