

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

RFQ NO. 20240391  
PR No. 100-24-05-0466  
Date 5/2/2024  
Page 1/2

Sir/Madam:

**Requesting Office: M.O/CAO  
COOPERATIVE PROGRAM**

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	12	bot.	Epson Ink T664 Black	350.00			
2	12	bot.	Epson Ink T664 Yellow	350.00			
3	12	bot.	Epson Ink T664 Cyan	350.00			
4	12	bot.	Epson Ink T664 Magenta	350.00			
5	20	pc.	Sign Pen	30.00			
6	4	gal.	Alcohol Rubbing	600.00			
7	12	box	Bond Paper Legal size, 70 GSM (5rms.)	1,235.00			
8	12	box	Bond Paper A4 size, 70 GSM (5rms.)	1,120.00			
9	11	pc.	Correction Tape	35.00			
10	6	pcs.	Paper File box w/ cover-blue (5"x9"x15")	550.00			
11	6	box	Staple Wire #35	44.00			
12	12	pcs.	Expanded Envelop/legal w/ garter	17.00			
13	50	pcs.	Ballpen Black ordinary	7.00			
			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
14	5	box	Paper Fastener Plastic (50's)	50.00			
15	10	pcs.	Marking Pen Permanent (black)	41.00			
16	10	pcs.	Marking Pen Permanent (blue)	41.00			
17	24	pcs.	Certificate Holder Plastic (A4 size)	55.00			
18	3	pack	Folder Legal 100's	690.00			
19	8	roll	Masking Tape 2"	102.00			
20	8	roll	Packaging Tape 2"	54.00			
21	1	pcs.	Pucher Heavy Duty	234.00			
22	3	set	Marker, Fluorescent 3 assorted colors	90.00			
23	50	pc.	Envelop Documentary Legal	45.00			
24	1	pc.	Calculator (12 digits solar)	426.00			
25	1	unit	Stapler w/ remover heavy duty	546.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>59,997.00</b>			

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

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SIGNATURE

PRINTED NAME

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

Signature Over Printed Name

POSITION





