

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

RFQ NO. 20240502
PR No. 100-24-05-0604
Date 5/31/2024
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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	110	ream	Bond paper A4, 70 GSM	224.00			
2	75	ream	Bond paper legal, 70 GSM	247.00			
3	12	bot	Ink refill, brother black	492.00			
4	8	bot	Ink refill, brother cyan	240.00			
5	8	bot	Ink refill, brother magenta	240.00			
6	8	bot	Ink refill, brother yellow	240.00			
7	50	pc.	Sign Pen	45.00			
8	52	pc.	Ballpen Ordinary	7.00			
9	20	pc.	Correction Tape	35.00			
10	1	pack	Folder, file, legal size, 100pcs/pack	690.00			
11	36	pc.	Expanded Envelop Assorted colors	20.00			
12	2	box	Paper fastener 50's/box	50.00			
13	1	box	Paper fastener 50's/box long (8-12)	170.00			
14	10	box	Paper Clips 33mm	18.00			
			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
15	50	bot.	Alcohol 500ml	98.00			
16	20	can	Air freshener 250ml/150g	250.00			
17	10	can	Disinfectant spray 400-550g	610.00			
18	1	pcs.	Brown Envelop long 500's box	1,165.00			
19	1	pcs.	Brown Envelop A4 500'S box	847.00			
20	1	bot.	Wireless wifi adapter	750.00			
21	7	pad	USB Bluetooth adapter	750.00			
22	20	pcs.	Expanded Envelop plastic	98.00			
23	10	bot.	Glass cleaner spray 500 ml.	120.00			
24	10	pad	Index Tab 200s	262.00			
25	40	pcs.	File box w/cover medium	244.00			
26	10	pad	Memo Pad 80s	44.00			
TOTAL APPROVED BUDGET CONTRACT				99,995.00			

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