

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

RFQ NO. 20240536  
PR No. 100-24-05-0605  
Date 5/31/2024  
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Sir/Madam:

**Requesting Office: MDRRMO**

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	54	ream	Paper Bond, PPC A4,GSM 70	224.00			
2	393	pcs	Ballpen Black Ordinary	7.00			
3	17	packs	Photopaper Glossy A4 20's	84.00			
4	227	pcs	Transparent Folder Legal	10.00			
5	14	packs	Construction Paper Legal 250pcs	350.00			
6	325	pcs	Certificate Holders A4	75.00			
7	8	bots	Ink refill 664 Black	350.00			
8	8	bots	Ink refill 664 Yellow	350.00			
9	8	bots	Ink refill 664 Cyan	350.00			
10	8	bots	Ink refill 664 magenta	350.00			
11	14	pcs	Flash drive 16gb	384.00			
12	2	packs	PVC Cover 300Mmic, 217 mmx 200pcs	700.00			
13	3	packs	Laminating Film Legal	650.00			
14	4	pcs	Plastic File Organizing Box legal with cover	560.00			
			<b>TOTAL APPROVED BUDGET CONTRACT</b>	<b>69,986.00</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



