

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

RFQ NO. 20250109
PR No. 100-25-02-0129
Date 2/5/2025
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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	40	rms.	Paper, Multicopy	246.00			
2	16	bot.	Ink Refill, Brother Black	360.00			
3	10	bot.	Ink Refill, Brother Cyan	345.00			
4	10	bot.	Ink Refill, Brother Magenta	345.00			
5	10	bot.	Ink Refill, Brother Yellow	345.00			
6	96	pcs.	Sign Pen	26.00			
7	100	pcs.	Ballpen Ordinary	4.00			
8	40	pack	Construction Paper Assd. Color 20's/pack	36.00			
9	40	pcs.	Data File Box w/ cover medium	450.00			
10	33	pad	Sticky Note 50's	33.00			
11	6	roll	Tape, Packaging, 48mm	26.00			
12	1	pcs.	Envelope documentary legal 500's	1,160.00			
			TOTAL APPROVED BUDGET CONTRACT	50,351.00			

**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

