

REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF EDUCATION
 NATIONAL CAPITAL REGION
 DIVISION OF MARIKINA CITY
BIDS AND AWARDS COMMITTEE



Request for Quotation (RFQ)

Date: October 5, 2017
 Quotation No. DepEd-17-NCR-RFQ-102

To all Eligible Suppliers/Bidders:

I. Please quote your lowest price appraisal inclusive of VAT on all/each items below for the **"COA Office Use"** This is subject to the Terms and Conditions of this RFQ. Submit your quotation duly signed by your representative not later than **10:00 AM of October 9, 2017.** **The Opening of Quotation shall be on the same date, 10:10 AM at Schools Division Office-Marikina City AVR2.** For more information please call the BAC Secretariat at Telephone No. (02) 682-39-89.


SHERYLL T. GAYOLA
 BAC Chairperson

- I. TOTAL APPROVED BUDGET: P 5,000.00
- II. SUMMARY OF ITEMS/WORKS

Item No.	ITEM & DESCRIPTION	QUANTITY	UNIT COST (Php)	TOTAL COST (Php)
1.	<i>Fax Machine (Copy/Call/Facsimile) Automatic Paper Cutter/ Caller ID Ready/ Out-of Paper Reception</i>	1 unit		
	TOTAL			

This is to submit our price quotations indicated above subject to the terms and conditions of this RFQ.

Bidder's Company Name:		TIN:	
Address:			
Telephone No.:	Fax No.:	e-mail:	
Supplier's Authorized Representative's Signature over Printed Name:		Date:	

III. Terms and Conditions

A. Submission of Requirements

1. Sealed quotations and other requirements stated below shall be submitted to the Bids and Awards Committee (BAC) at DepEd Division of Marikina City, Shoe Ave., Sta. Elena, Marikina City through the Records Section.
2. Supplier shall submit the following requirements:
 - a. Duly signed Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos/Filled up detailed estimate of appraisal.
 - b. G-EPS/PhilGeps Registration Certificate
 - c. Valid Mayor's Permit and any of the following: Latest audited financial statement, Tax clearance, Income and Business Tax Return, DTI/SEC/CDA Registration, and Omnibus Sworn Statement.