



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

QUOTATION SUBMISSION SHEET

RFQ No. 2026-08-0567

The Schools Division Superintendent
Department of Education
Schools Division of Dapitan City
Sunset Boulevard, Dawo, Dapitan City

Attention: The Chair

Sir:

I have the honor to submit our quotation for the following supplies/ articles/ materials for appraisal by the committee.

Procurement Title: Homeroom Guidance

ABC : Php 17,499.97

Stock No.	Unit	Item Description	Quantity	Estimated Unit Price	Unit Cost	Total Cost
1	piece/s	Zipper Pouch 6'X8'X12	40	65.00		
2	reams	A4 Bond paper 80gsm	22	240.00		
3	packs	A4 size Photopaper	45	85.00		
4	packs	PVC cover transparent	2	700.00		
5	pieces	Plastic Comb Binder #1/4	24	25.00		
6		Laminating Machine	1	3,794.97		

Until a formal Contract in the form of Purchase Order is prepared and executed, this quotation, shall be binding upon us.

We understand that you are not bound to accept the lowest or any quotation you may receive.

We certify/confirm that we comply with the eligibility requirement as required i.e. GEPS Registration Certificate and others as may be necessary.

Signed this _____ day of _____ 2026.

*[Signature of Supplier over printed name or
authorized representative]*

*[in the capacity of/designation of authorized
representative]*

Duly authorized to sign Quotation for and on behalf of :

Awarded to: _____

[Registered Company/Business Name of the Supplier]

PhilGEPS Reg. No.: _____

Address: _____

Telephone No.: _____

Telefax No.: _____

Email Address: _____

BAC-QSS-04



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