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

QUOTATION SUBMISSION SHEET

RFQ No. 2026-06-0531

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: To secure backup and management of essential digital files, reports, and administrative data.

ABC : Php 9,600.00

Stock No.	Unit	Item Description	Quantity	Estimated Unit Price	Unit Cost	Total Cost
1	piece/s	1 - TB Hard Drive (1 year Warranty)	2	4,800.00		

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 :

_____
[Registered Company/Business Name of the Supplier]

Awarded to: _____

PhilGEPS Reg. No.: _____
Address: _____
Telephone No.: _____
Telefax No.: _____
Email Address: _____

BAC-QSS-04