



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

REQUEST FOR QUOTATION

November 25, 2023

The DepEd Division of Batangas, through the General Appropriations Act (GAA) FY 2023 intends to apply the sum of Seven Hundred Sixty-Nine Thousand Six Hundred Thirty-Six pesos only (P 769,636.00) being the Approved Budget for the Contract (ABC) to payments under the contract **PR No. 2023-11-0123 Supply and Delivery of supplies for Division Office Use which are not available at DBM-PS.**

Unit	Item Description	Quantity
OFFICE SUPPLIES		
pcs	Arch File, Landscape Tagila Lock, Legal, Black	100
reams	Bond Paper, A4, 80gsm	800
reams	Bond Paper, Legal, 80gsm	200
boxes	Clip Backfold, 1 1/4, 32mm, 12 pieces/box	100
boxes	Clip Backfold, 19mm (3/4"), 12 pieces per box	100
boxes	Clip Backfold, 25mm (1"), 12 pieces per box	100
pcs	Cutter Knife	20
pcs	Envelope, Legal, Expanding Kraftboard	500
pcs	Envelope, Legal, Brown	3,000
boxes	Fasterner, Plastic	100
bottles	Glue, all purpose	24
pcs	Ink Stamp pad Black	24
pcs	Ink Stamp pad Blue	12
pcs	Ink Stamp pad Purple	24
bottles	Ink,Brother BT 5000, Cyan	40
bottles	Ink,Brother BT 5000, Magenta	40
bottles	Ink,Brother BT 5000, Yellow	40
bottles	Ink,Brother BT60BK, Black	40
bottles	Ink, Epson 003, Black	60
boxes	Marker, White Board, Black	60
boxes	Marker, White Board, Blue	24
boxes	Paper Clip, Vinyl Coated 33mm	50
boxes	Paper Clip, Vinyl Coated 50mm	30
pcs	Pen, Uniball Gel, Retractable, 1.0, Black	300
pcs	Pen, Uniball Gel, Retractable, 1.0, Blue	300
pcs	Puncher, 2 holes, standard size, with ruler, Heavy Duty	20
boxes	Rubber Band #18	20
pcs	Scissor, Assymetrical, length:180mm min	30
pcs	Sign Pen, Pentel EnerGel, 0.7, Blue	100



Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
 ☎(043)722-1840 / 722-1796 / 722-1437 / 722-2675 / 722-1662
 ✉deped.batangas@deped.gov.ph
 🌐www.depedbatangas.com



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pcs	Sign Pen, with Gel, 0.5, Black	500
pcs	Sign Pen, with Gel, 0.5, Blue	500
boxes	Stapler Wire, No. 35 Size	100
pcs	Tape, Double sided	30
packs	Photo Paper- 10 pcs, A4 , glossy	10
pcs	Mouse Optical USB	20
	Sub-Total:	
	OTHER SUPPLIES	
cans	Air Freshener, approximately 300-350ml per can, Aerosol	80
packs	All Purpose Detergent Powder, 480-500 grams per pack	50
bottles	Bleach, 1000ml per bottle	50
pcs	Broom stick (ting-ting)	100
packs	Dishwashing Liquid, 40ml minimum	300
bottles	Glass Cleaner	100
bottles	Toilet Bowl Cleaner	50
pcs	Tornado Mop	10
canisters	Cleanser, Scouring Powder, 350g minimum	20
bottles	Muriatic Acid, 1000ml	10
bottles	Liquid Sosa minimum 500ml	10
cans	Furniture Cleaner, 330ml minimum	24
cans	Insecticide, Aerosol Type, Multi-Insect Killer, known in the market, not less than 500ml per can	24
pcs	Tape, Electrical	24
pcs	Socket Electrical, Female	20
pcs	Plug, Electrical, Male	20
pcs	Toilet Brush	20
pcs	Toilet Plunger	20
pcs	Empty sack of feeds (not less than 50kg capacity)	3000
roll	Nylon Rope	10
pcs	Extension Cord, 3 sockets (10 meters)	10
pcs	Floor Mat, Standard size, made of cloth	50
pcs	Flourescent Lamp, wattage: not less than 18watts basetype: Ballast bypass type, lifetime:approximately 50,000 hrs., material: tube-glass, Ballast type: yes, power:single-ended power (SEP)	100
pcs	Light Bulb, LED, White, 7watts	50
pcs	Light Bulb, LED, White, 13watts	50
kgs	Round Rags, made of cotton, approximately 32pcs per kg	50
packs	Battery, AA size, 2 pcs per pack	100
packs	Battery, AAA size, 2 pcs per pack	50



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	Sub-Total:	
	SEMI-EXPANDABLE ICT SUPPLIES	
pcs	USB Flash Drive 2GB	10
pcs	USB Flash Drive 16GB	10
	Sub-Total:	
	---nothing follows---	

Other Information

Interested suppliers must submit their valid and current Mayors Permit, PhilGEPS Registration, Income Business Tax Return/ Tax Clearance Omnibus Sworn Statement, and Price Quotation.

Submission of quotation and eligible documents (2 copies) in a sealed envelope, and/or courier duly signed by your authorized representative is on or before November 29, 2023, at 10:00 AM at BAC Office, DepEd Division of Batangas. The signed quotation must be addressed to Mr. Nicolas M. Burgos, BAC Chairperson DepEd Division of Batangas Province, Provincial Sports Complex, Batangas City

For inquiries, you may contact us at Tel. Nos. (043) 723-1796: (043) 722-1437.

The DepEd Batangas reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

RODRIGO S. CASTILLO, Ed.D.

BAC Secretariat
DepEd Batangas
Provincial Sports Complex
Bolbok, Batangas City
043-722-1437

NICOLAS M. BURGOS
Chairperson, Bids and Awards Committee