



Republic of the Philippines  
**Department of Education**  
REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF CITY OF TAYABAS

**REQUEST FOR QUOTATION (RFQ)**

|                                 |   |
|---------------------------------|---|
| <b>Name of Company</b>          | <b>Date:</b> <b>October 30, 2025</b>      |
| <b>Complete Company Address</b> | <b>RFQ No.:</b> <b>2025-10-194</b>        |
|                                 | <b>PR No.:</b> <b>2025-10-0194</b>        |
|                                 | <b>ABC:</b> <b>P 209,288.00</b>           |
|                                 | <b>PHILGEPS Ref. No.:</b> <b>12544917</b> |

**To Whom It May Concern:**

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than **November 5, 2025** at **9:00 am** to the address listed above.

**GENERAL CONDITIONS**

- All entries must be typewritten and legible;
- Bidders must submit the following eligibility requirements:
  - PHILGEPS Registration Certificate
  - DTI or SEC
  - Mayor's/Business Permit
  - Income/Business Tax Clearance
- Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

**Your Company Name**  
**RFQ No.: 2025-10-194**  
**PR No.: 2025-10-0194**  
**PHILGEPS Reference No.: 12544917**

- Delivery period must be at least within **seven (7) calendar days** upon receipt of the **Notice of Award** (indicated the days of delivery in the Bidder's Certificate)
- Item/s delivered must have **warranties** for unit replacements, parts, labor or other services;
- Price validity shall be for a period of three (3) months;
- Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract
- Transaction with City School Division of Tayabas shall mean compliance by the winning bidder with the bid and delivery
- Failure to comply with these conditions shall mean disqualification of your bid proposal.

**HERBERT D. PEREZ**  
BAC Chairperson

| PLEASE QUOTE: <b>PER LOT / PER ITEM</b>  |   |             |             | <b>SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX</b>    |                    |  |           |
|--|---|-------------|-------------|---|--------------------|--|-----------|
| <b>ITEM NO.</b>  | <b>ITEM DESCRIPTION</b><br>(Item Name & Technical Specifications)   | <b>QTY.</b> | <b>UNIT</b> | <b>FINANCIAL PROPOSAL</b><br>(Indicate the Price Offer) |                    | <b>TECHNICAL PROPOSAL</b><br>(Indicate Brand/ Model Offer) |           |
| <b>Request For Quotation for the Procurement of Equipment for the Division Orientation and Utilization of the Rapid Mathematics Assessment (Activity Request#)</b> |   |             |             | <b>Unit Price</b>                                       | <b>Total Price</b> | <b>Yes</b>   | <b>No</b> |
| 1  | Laptop Computer Thin 15 B13UCX-2233PH   13th Gen Intel® Core i7 13620H Processor   8GB DDR4-3200 2 Slot, Max 64GB   512GB M.2 SSD slot (NVMe PCIe Gen4), 1x 2.5" SATA HDD   15.6inch FHD (1920x1080), 144Hz, IPS-Level   NVIDIA® GeForce RTX? 2050 Laptop GPU 4GB GDDR6 Up to 1170MHz Boost Clock 45W Maximum Graphics Power with Dynamic Boost   Gb LAN 802.11 ax Wi-Fi 6E + Bluetooth v5.3   Windows 11 SEA.                                    | 1           | unit        |   |                    |  |           |
| 2  | Laptop Computer Intel® Core i5-13420H Processor 12M Cache, up to 4.60 GHz   8GB DDR4 SO DIMM   512GB M.2 NVMe PCIe® 4.0 SSD   14.0-inch, FHD (1920 x 1080) 16:9 aspect ratio, 250nits, 45% NTSC color gamut, Anti-glare display, LED Backlit, (Screen-to-body ratio)82%, TÜV Rheinland-certified, 60Hz refresh rate, Non-touch screen   Intel® UHD Graphics   Wi-Fi 6E(802.11ax) (Dual band) 1*1 + Bluetooth® 5.3 Wireless Card   Windows 11 Home | 1           | unit        |   |                    |  |           |

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| <b>Request For Quotation for the Procurement of Equipment for the Division Orientation and Utilization of the Rapid Mathematics Assessment (Activity Request#)</b> |  |  |             | <b>Unit Price</b>                                       | <b>Total Price</b> | <b>Yes</b>   | <b>No</b> |
| 3  | PRINTER Wi-Fi enabled multi-function ink tank printer that supports printing scanning copying featuring auto-duplex printing 30-sheet Automatic Document Feeder (ADF) high-resolution printing up to 4800 x 1200 dpi speeds up to 15.5 ppm (ISO)   | 1  | unit        |   |                    |  |           |
| 4  | PROJECTOR WXGA 3LCD Projector 3LCD projector with a WXGA resolution ( 1280x800 brightness of 4,000 lumens. include a 16,000:1 contrast ratio connectivity options like HDMI and USB Screen size up to 320 inches weighs approximately 2.5 kg lamp life of up to 12,000 hours in ECO mode   | 1  | unit        |   |                    |  |           |
| 5  | Recharble Laser technology: RF2.4G Hz Laser pointer distance: 100m Battery capacity: 250mAh Laser color: Red Systems supported: Windows/Apple OS   | 14   | unit        |   |                    |  |           |
| 6  | Portable External Hard Drive: 1TB storage, USB 3.0, Weight: Max of 126 g for ease and portability, Compatible with Windows, macOS and Chrome OS Systems, Solid State Drive (SSD)   | 2  | unit        |   |                    |  |           |
| 7  | Maintenance Box, Orginal/Genuine Epson T04D1 for Epson L14150 Printer box  | 2  | box         |   |                    |  |           |
| 8  | Paper Shredder, Heavy Duty, Feed Type: Auto Feed, Basket Type: Pull-out bin, Bin Capacity (litres): minimum 23 L, Can Shred: Staples, Credit Cards, Paper Clips, Cut Size (mm): 4 x 10, Cut Type: Mini Cut, Maximum Run Time (minutes): Up to 15, Throat width (mm): 220, Type of Use: Office Use with 2 Years Warranty Additional Features: - 100-sheet auto feed and 10-sheet manual feed shredding capacity (70gsm paper) - 4x10mm Mini-Cut (Security Level P-4) - Shreds each A4 sheet into over 1000 particles. Around 4x more secure than standard cross-cut - Shreds non-stop for up to 15 minutes. Ideal for regular use - Auto Reverse, Silentshred and Sleep Mode features ensure safe, disruption-free shredding - Large, 23 litre pull-out bin and extra-small particle size give a capacity of at least 175 sheets - Accepts staples, credit cards and paper clips through the manual feed slot Fellowes AutoMax™ 100M Micro Cut Shredder | 1  | unit        |   |                    |  |           |
| <b>TOTAL</b>   |  |  |             |   |                    |  |           |
| Date of Event  |  | <b>N/A</b>   |             |   |                    |  |           |
| Purpose  |  | <b>Procurement of Equipment for the Division Orientation and Utilization of the Rapid Mathematics Assessment</b> |             |   |                    |  |           |

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| <b>Request For Quotation for the Procurement of Equipment for the Division Orientation and Utilization of the Rapid Mathematics Assessment (Activity Request#)</b> |   |             |             | <b>Unit Price</b>                                       | <b>Total Price</b> | <b>Yes</b>   | <b>No</b> |

**SUPPLIER/CONTRACTOR/CONSULTANTS CERTIFICATION**

After having carefully read and accepted your General Conditions, I/ We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in \_\_\_\_\_ days from receipts of the Notice of Award.

**CANVASSER'S CERTIFICATION**

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation (RFQ) in accordance to the guidelines in securing prices for the City Schools Division of Tayabas.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Company Tel./Fax/Mobile No.

\_\_\_\_\_  
Company Tax Identification No. (TIN)

\_\_\_\_\_  
Date