



## REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60  
 Revised on: May 24, 2004  
 Standard Form Title: Request for Quotation

Supplier:  
 Address:  
 Telephone No.:  
 e-Mail:  
 Date received by the Supplier:

Requesting Unit:  
 PR No.:  
 Quotation No.: 06132016-13  
 Date: June 13, 2016  
 ABC: Php 114,000.00

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and submit your quotation in a sealed envelope duly signed by your representative not later than June 22, 2016.

*Elma D. Donaal*  
**ELMA D. DONAAL, ED.D**

Chairman, Bids and Awards Committee

**NOTE:**

1. All entries must be typewritten or legibly written
2. Delivery period within \_\_\_\_\_ Calendar Days.
3. Attach brochures, if available
4. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment from date of acceptance by the procuring entity.
5. G-EPS (Philgeps) registration certificate shall be attached upon registration of the quotation
6. Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	80	pax	Breakfast AM Snacks Lunch PM Snacks <b>Including Seminar Hall</b>	June 30, 2016	
2	80	pax	Breakfast AM Snacks Lunch PM Snacks <b>Including Seminar Hall</b>	July 1, 2016	
3	80	pax	Breakfast AM Snacks Lunch PM Snacks <b>Including Seminar Hall</b>	July 2, 2016	

Brand and Model:

Delivery Period:

Warranty:

Price Validity:

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

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

\_\_\_\_\_  
 Tin

\_\_\_\_\_  
 Date/Telephone No.