




## REQUEST FOR QUOTATION

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

Supplier:	Requesting Unit: HRD
Address:	PR No.: 2017-07-196
Telephone No.:	Quotation No.: 2017-08-001
e-Mail:	Date: August 8, 2017
Date received by the Supplier:	ABC: Php 72,000.00

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 \_\_\_\_\_.

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**SORAYA T. TACULO, PhD.**  
 OIC-Assistant School Division Superintendent  
 Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement
5. All entries must be typewritten or legibly written
6. Delivery period within \_\_\_\_\_ Calendar Days.
7. 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.
8. Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	80	Pax	<b>August 25, 2017</b> <b>-AM Snacks</b> (Kakanin w/ coffee, tea, soft drinks or juice)  <b>-Lunch</b> (Chicken w/ mushroom, sweet corn and green peas, fish fillet w/ sweet and sour or tausi sauce)  <b>dessert: fruits(banana)</b>  <b>-PM Snacks</b> (Pasta w/ coffee, tea, soft drinks or juice)		
2	80	Pax	<b>August 26, 2017</b> <b>-AM Snacks</b> (Turon and pancit w/ coffee, tea, soft drinks or juice)  <b>-Lunch</b> (Chicken tinola, Shanghai, Fried fish)  <b>dessert: pakwan)</b>  <b>-PM Snacks</b> (Guinataang bola-bola)		
3	80	Pax	<b>September 1, 2017</b> <b>-AM Snacks</b> (Chicken Sandwich w/ coffee, tea, soft drinks		

			or juice)  <b>-Lunch</b> (Beef ampalaya, guinataang laing, fried fish)  <b>-PM Snacks</b> (banana/carrot cake w/ coffee, tea, soft drinks or juice)		
		<b>Required</b>	<b>**Dining and serving tables good for 80 pax</b>	<b>TOTAL</b>	
		Purpose:	* for Training/Orientation of Newly Hired Teachers at the DepEd Division Office Conference Hall II, Military Cut-off Baguio City*		

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.

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

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

Canvassed by: