



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: CID
 PR No.:
 Quotation No.: 2017-11-159
 Date: November 23, 2017
 ABC: Php 504,000.00

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 _____.

SORAYA T. FACULO, 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

Note:

- ✓ **Submit RFQ together with the requirements**
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

POSTED IN **PHILGEPS**

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	60	Pax	Board and Lodging - Inclusive of Breakfast, Lunch, Dinner and 2 Snacks (AM & PM) for 7 days		
			**NOTE: VENUE - with conference hall that can accommodate the participants. - quality audio-visual system/facility (with LCD and at least 3 microphones - with Wi-Fi connectivity - Buffet style food service - overflowing coffee, tea and water - with welcome streamer		
				TOTAL	
<i>Date of Event: December 9-15, 2017</i>					
<i>Purpose: Board and lodging for the participants during the conduct of the Professional Development of K-3 Teachers & School Heads and Supervisors on Developmentally Appropriate Practices (DAP) – Early Language Literacy and Numeracy Program (ELLN)</i>					

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

Canvassed by:

 Signature over Printed Name

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 Date/Telephone No.