




## 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.: 2017-11-158  
Date: November 23, 2017  
ABC: Php 444,000.00

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	7	Pax	<b>Board and Lodging – Trainers</b> - Inclusive of Breakfast, Lunch, Dinner and 2 Snacks (AM & PM) for 5 days		
2	67	Pax	<b>Board and Lodging</b> - Inclusive of Breakfast, Lunch, Dinner and 2 Snacks (AM & PM) for 5 days		
			<b>**NOTE: VENUE</b> - with conference hall that can accommodate the participants - quality audio-visual system/facility (with LCD and at least 3 microphones - with elevator to cater PWD/Senior Citizen participants - with Wi-Fi connectivity - Buffet style food service - overflowing coffee, tea and water - with welcome streamer		
				<b>TOTAL</b>	

Date of Event: December 4-8, 2017

Purpose: Board and lodging for the participants during the conduct of Division Training Workshop on the Enhancement of the Pedagogical Skills in Teaching Reading in the Mother Tongue of K-Gr.1 Teachers.

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

\_\_\_\_\_  
Tin

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