




REQUEST FOR QUOTATION

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

Supplier: Requesting Unit: SGOD
 Address: PR No.: 2017-12-456
 Telephone No.: Quotation No.:
 e-Mail: Date:12/22/2017
 Date received by the Supplier: ABC: Php 80,000.00

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 12/27/2017.


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.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	20	Units	Van Rental 14 Seaters Air conditioned Vehicle must be registered Well maintained and in good condition With licensed professional driver Back and forth transportation (from Baguio City to La Union, and from La Union to Baguio City)		
TOTAL					
Purpose: Transportation for the training of non-teaching personnel on March 2-3, 2018.					

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

POSTED IN PHILGEPS

Canvassed by:

 Signature over Printed Name

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 Date/Telephone No.