



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
DIVISION OF BAGUIO CITY
 #82 Military Cut-Off, Baguio City




REQUEST FOR QUOTATION

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

Supplier:	Requesting Unit:
Address:	PR No.:
Telephone No.:	Quotation No.: 2017-12-228
e-Mail:	Date: December 28, 2017
Date received by the Supplier:	ABC: Php 337,500.00

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 _____.

POSTED IN PHILGEPS


SORAYA T. FACULO, PhD. 12/28
 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	75	Pax	Meas (AM Snack, PM Snack and Lunch for 3 days) with Breakfast and Dinner January 10-12, 2018		
			Venue: *with big conference hall *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 *backdrop for stage		
			In-House Menu **No Pork		
			With Accommodation (Air Conditioned Rooms) * maximum of 4 persons per room		
				TOTAL	

Date of Event: Jan. 10-12, 2018

Purpose: Meals and snack for Musabaqah In-house Training

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

 Signature over Printed Name

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 Date/Telephone No.

Canvassed by: