



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:
 Address:
 Telephone No.:
 e-Mail:
 Date received by the Supplier:

Requesting Unit:
 PR No.: 2017-12-432
 Quotation No.: 2017-12-223
 Date: December 22, 2017
 ABC: Php 74,400.00

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.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	62	Pax	<i>Day 1 (February 1, 2018)</i> Breakfast AM Snack Lunch PM Snack		
2	62	Pax	<i>Day 2 (February 2, 2018)</i> Breakfast AM Snack Lunch PM Snack		
3	62	Pax	<i>Day 3 (February 3, 2018)</i> Breakfast AM Snack Lunch PM Snack		
			Venue: DepEd – SDO Baguio City		

				TOTAL	

Date of Event: **February 1-3, 2018**

Purpose: **Meals and snack for the Training-Workshop for Elementary School Heads in the Contextualization of Instructional Materials using ICT.**

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: