



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.: 2018-01-002
 Quotation No.: 2018-01-003
 Date: January 16, 2018
 ABC: 11,450.00

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. 1/16/18
 OIC-Assistant School Division Superintendent
 Chairman, Bids and Awards Committee *mf*

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.
- ✓ Indicate brand and model of item offered.
- ✓ 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	6	Liter	Oil Semi Synthetic		
2	1	Piece	Oil Filter		
3	1	Piece	Fuel Filter		
4	1	Set	Brake pads		
5	1	Set	Brake shoe		
6	1	Lot	Wheel alignment		
7	1	Lot	Labor		
				TOTAL	

Purpose: Repair and maintenance of Isuzu crosswind w/ plate # SKY 668

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: