



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.: 2018-01-016
Quotation No.: 2018-01-013
Date: January 25, 2018
ABC: Php 15,750.00

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 1/30/2018 @ 11:00 A.M


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	100	Pax	Snacks February 5, 2018 AM Snacks (Elementary)		
2	50	Pax	Snacks February 5, 2018 PM Snacks (Junior high school)		
3	35	Pax	Snacks February 6, 2018 AM Snacks (Senior high school)		
4	25	Pax	Snacks February 6, 2018 PM Snacks (ALS)		
			**Note: In house menu **Venue: Division Office Conference Hall		
				TOTAL	

Date of Event: 5-6 February 2018

Purpose: Snacks for the Orientation of new school forms to public and private schools

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: