




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.: 2018-03-041
 Quotation No.: 2018-03-049
 Date: March 20, 2018
 ABC: 2,105.00

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 03/26/2018 @ 11:00 A.M.


SORAYA T. FACULO, PhD.
 OIC-Assistant School Division Superintendent
 Chairman, Bids and Awards Committee *mf*

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate

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	3	Pack	Tissue (48 rolls per pack)		
2	14	Bottle	Alcohol (500ml)		
3	3	Pack	Special board paper for ID's		
				TOTAL	

Purpose: Supplies for the Random Drug Testing

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

 Signature over Printed Name

 Tin

 Date/Telephone No.

Canvassed by: