



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.: 2018-06-156
 Quotation No.: 2018-06-117
 Date: June 19, 2018
 ABC: Php 80,000.00

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 6/26/2018 @ 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. 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 | 25 | Pax | July 10, 2018 (Day 1) Board and Lodging | | |
| 2 | 25 | Pax | July 11, 2018 (Day 2) Board and Lodging | | |
| | | | **Note: *Rooms twin sharing w/ wifi *Meals and Snacks - in house menu (buffet service) - free flowing brewed coffee/tea/drinking water - w/ elevator and wide parking space - function hall for workshops good for 25 pax - strong internet wifi connection - multi-media projector w/ screen - free audio visual equipment | | |
| | | | TOTAL | | |

Date of Event: June 10 to 11, 2018

Purpose: Board and lodging for Orientation Workshop on Data Management, School Forms, School ID Processes, and Key Performance Indicators

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

POSTED IN PHILGEPS

 Signature over Printed Name

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 Date/Telephone No.

Canvassed by: