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: **Lucban Elem. School**
PR No.: **2019-03-003**
Quotation No.: **2019-03-003**
Date: **March 26, 2019**
ABC: **P35,080.00**

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 **April 1, 2019** .

GENAR P. TACAY
Teacher III
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.
✓ 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	235	Pieces	Medals to be used during the Recognition and Closing Program from Grades 1 to Grade 5 – (6C.M) with emerald green lace w/ printed name of school		
2	398	Pcs.	Certificates for Completion with Printing for Kinder Moving Up Program (parchment certificate)		
Purpose: To be used for the Closing and Recognition Program and Kinder Moving Up Program for the S.Y 2018-2019.					

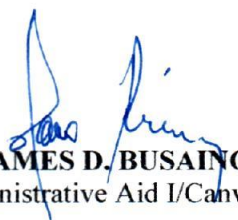After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

_____
Signature over Printed Name

_____
Tin

_____
Date/Telephone No.

Canvassed by:

JAMES D. BUSAING
Administrative Aid I/Canvasser