



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.:  
Quotation No.: 2019-06-071  
Date: June 13, 2019  
ABC: Php 70,400.00

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 June 17, 2019 @ 8:30AM.

**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.**
- ✓ Delivery period within \_\_\_\_\_ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

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Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	7	Pax	<b>June 19, 2019</b> Accommodation (full board)		
2	23	Pax	Dinner		
3	23	Pax	<b>June 20, 2019</b> Breakfast AM Snack Lunch PM Snack Dinner		
4	7	Pax	Accommodation (full board)		
5	28	Pax	<b>June 21, 2019</b> Breakfast		
			<b>**In-House Menu; overflowing coffee with water</b> <b>**Conference Hall good for 25 pax</b> <b>**With sound system, LCD, Projector Screen</b> <b>**Venue nearest to the hospital</b> <b>**Venue nearest to the DBM Budget Execution Forum</b> <b>**Parking space for 30 cars</b> <b>**Additional conference hall for breakout session</b>		
				<b>TOTAL</b>	

Date of Event: June 19-21, 2019

Purpose: Meals and snacks with venue/accommodation for the 3rd Regional MANCOM meeting

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

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Signature over Printed Name

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Date/Telephone No.

Canvassed by: