



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.: 2019-07-146
 Quotation No.: 2019-07-100
 Date: August 6, 2019
 ABC: 109,870.00

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 August 14, 2019.

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.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	97	Pieces	Smart cell card (300)		
2	97	Pieces	Talk and text cell card (300)		
3	93	Pieces	Globe cell card (300)		
4	1	Piece	Gun tacker-TR150 Staple Gun heavy duty		
5	1	Piece	Ring binder machine: Manual ring binder machine, 24 holes, for long coupon bond; 15 sheet punching capacity; 450 sheet binding capacity		
6	1	Piece	Computer printer 3-in-1 Eco tank Nozzle configuration: 180 Nozzles Black, 59 nozzles per Color Ink Technology: Dye Ink Printing Resolution: 5760 x 1440 DPI All in One functions: Print, Scan, Copy Printing Speed ISO/IEC 24734 *10 pages/min Monochrome, 5 pages/min Colour Compatible Operating Systems: MAC OS 10.10.x, MAC OS 10.7.x, or later, Windows 10, Windows 7, Windows 8, Windows XP, XP Professional		
7	20	Pieces	Filing box file document organizer (green)		
				TOTAL	

Purpose: Supplies and cell cards for the conduct of "Guidance Counselors and Guidance Designates Training"

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: