



REQUEST FOR QUOTATION

Standard Form No.:SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

Supplier:	Requesting Unit:
Address:	PR No.: 2019-08-167
Telephone No.:	Quotation No.: 2019-07-119
e-Mail:	Date: August 27, 2019
Date received by the Supplier:	ABC: 78,609.70

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 September 12, 2019 @ 9:00AM.

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	50	Bottles	Alcohol Ethyl, 68% to 70% 500ml		
2	100	Reams	Paper multi copy 80gsm (210mmx297mm) A4 size		
3	75	Reams	Paper multi copy 80 gsm (216mm x 330 mm) legal size		
4	20	Pieces	Record book (500 pages) (size 214mm x 278mm)		
5	40	Pieces	Toilet tissue paper, 2ply sheets 150 pulls 12/pack		
6	50	Rolls	Tape masking width, 24 mm		
7	100	Pieces	Light bulb, LED 11 watts pc individual box		
8	50	Pieces	Correction tape, fil base type 6m		
9	20	Packs	Folder tag board, size A4 size documents (100/pack)		
10	5	Units	Calculator, compact 12 digits		
11	100	Pieces	Sign pen black, liquid gel ink, 0.5mm needle tip		
12	100	Pieces	Sign pen black, liquid gel ink, 0.55mm needle tip		
13	50	Rolls	Tape, double sided, 1"		
14	25	Pieces	Fluorescent STARTER FS4		
15	5	Rolls	Duct tape (gray or white)		
				TOTAL	
Purpose: 3rd Quarter D.O Office Supplies (not available at DBM-DS)					

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: