



Republic of the Philippines
Department of Education
Cordillera Administrative Region
BAGUIO CENTRAL SCHOOL
F. Yandoc Street, 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: Baguio Central School
PR No.: 2019-01-003
Quotation No.: 2019-01-003
Date: January 20, 2020
ABC: PhP68,079.70

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 January 28, 2020.

ALBERT LEE BAGUIWEN

Chairman, Bids and Awards Committee

REQUIREMENTS:

- Mayor's / Business permit
- PhilGEPS registration number or certificate
- Income/Business Tax Return
- 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	1	load	Load , Globe, card, 300		
2	25	Ream	Bond Paper, 8.5 x 13, long, 80 gsm		
3	15	Ream	Bond Paper, 8.5 x 11, short, 80 gsm		
4	25	Ream	Bond Paper, 80 gsm, A4		
5	10	Book	Record Book, 300 pages		
6	6	pc.	Stamp Pad, Felt, bed dimension : 60 mm x 100 mm		
7	4	pc.	Staple Remover ,Plier type		
8	3	pc.	Tape Dispenser, Table top , for 24 mm width tape		
9	6	cart	Ink Cart, Canon PG-810, Black		
10	7	pc.	Tape, Transparent, width: 2"		
11	2049	pc.	Bundy Card		
12	4	box	Bundy Card Ribbon		
13	10	box	Paper Clip, vinyl/plastic coat, 32 mm		
14	10	box	Paper Clip, vinyl/plastic coat, 48 mm		
15	10	pad	Note Pad, stick on, 76 mmx 76 mm		
16	2	pack	Folder , tagboard , Legal size		
17	3	pair	Scissors, pair		
18	25	Gal.	Zonrox Bleach		
19	15	Gal.	Muriatic Acid		
20	30	kl.	Detergent Soap, Kl/Pouch		
21	40	pcs.	Toilet Deodorant Cake		
22	40	roll/pack	Trash Bag, Transparent, XXXL		

