




## 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.: 2020-03-054  
Quotation No.: 2020-03-049  
Date: March 10, 2020  
ABC: 4,500.00

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 March 13, 2020.

  
**JULIET C. SANNAD**  
Chief- Curriculum Implementation Division  
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.
- ✓ 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	15	Pax	Lunch -Mixture of pork-chicken, beef or fish, vegetables and fruits		
2	15	Pax	Snacks (AM and PM) -Cakes, pastries or natural snacks		
			*Overflowing coffee and drinking water (exact date to be identified prior to the activity.)		
				<b>TOTAL</b>	

Purpose: Meals and snacks for the conduct of "Monthly Division Management Committee Meeting for the Month of May 2020"

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: