



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.: 2019-03-00
 Quotation No.: 2019-03-00
 Date: March 2, 2020
 ABC: PhP 173,050.00

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 10, 2020.

POSTED IN PHILGEPS

ALBERT LEE BAGUIWEN

Chairman, Bids and Awards Committee
 MARIE LIZO ORZOL

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPs registration number or certificate
3. Income/Business Tax Return
4. 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	475	pieces	Graduation Program Package Deal		
			-Program paper- 4.25" x5.5", hard cover with book cover, 70gsm @ 475 copies (475+100 free giveaways) -with photography services 3 shots (class picture, receiving of certificates and marching) -Button pins for Graduates @ 475 pieces -Ribbons for Parents @475 pieces -Certificate Holder @ 475 pieces		
				TOTAL	

Purpose: For the 2020 Graduation Program

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: