



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Quezon District

DOÑA AURORA H. BUENO ELEMENTARY SCHOOL
Camp 8, 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:

Requesting Unit: DAHBES
PR No.: 2020 -06-0006
Quotation No.: 2020 -06-011
Date: August 19, 2020
ABC: ₱ 76,000.00

Date received by the Supplier:

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 25, 2020.


EDMUND T. OCYO

School BAC Chairman, Bids and Awards Committee

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.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	60	ream	Paper, Multi-purpose, A4, 70 gsm		
2	15	Piece	Data file box, made of chipboard with closed ends		
3	13	Pack	Folder, tagboard, legal size		
4	3	Piece	Printer, 3 in 1 Genuine Ink Tank		
5	50	Piece	Correction tape, film base type, 6m		
6	25	Box	Fastener, 70mm		
7	20	Piece	Sign pen, black, liquid/gel ink, 0.5mm needle tip		
8	20	Piece	Sign pen, blue, liquid/gel ink, 0.5mm needle tip		
9	100	Piece	Ballpen, Pilot, Blue		
10	100	Piece	Ballpen, Pilot, Black		
11	10	Piece	Pilot G-TEC, Blue, 0.4		
12	10	Piece	Pilot G-TEC, Black, 0.4		
13	2	Piece	Pilot G-TEC, Green, 0.4		
14	10	Bottle	EPSON, ink refill, black, 003		
15	60	Gal	Bleach		
16	20	Piece	Broom, soft (tambo)		
17	20	piece	Broom, stick (ting-ting)		

Purpose: for office and classroom supplies


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:


MAMERTO B. GOMBIO
Canvasser