



Republic of the Philippines

Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-Off, Baguio City



**RIZAL NATIONAL HIGH SCHOOL  
REQUEST FOR QUOTATION**

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

Supplier:  
Address:  
Telephone No.:

Requesting Unit:  
PR No.: 2020-08-003  
Quotation No.: 2020-08-003  
Date: August 13, 2020  
ABC: Php 829,478.40

e-Mail:  
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 September 3, 2020.

*JMAB*  
**JUDICA E. MARCELO**

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 PHILGEP'S

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	60	tube	Epson Ink Black		
2	60	tube	Epson Ink Cyan		
3	60	tube	Epson Ink Yellow		
4	42	tube	Epson Ink Magenta		
5	3200	reams	Multipurpose Bond Paper 70gsm (A4)		
6	1250	packs	Sticker paper (20s)		
7	100	boxes	Staple wires (BIG)		
8	25	pcs	Stapler (BIG)		
9	100	pcs	Clear Envelopes Plastic Accordion (Long)		
Purpose: For Reproduction of module and protective materials of teachers.				<b>TOTAL</b>	

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: