



Republic of the Philippines  
 DEPARTMENT OF EDUCATION  
 Cordillera Administrative Region  
 DIVISION OF BAGUIO CITY  
**MANUEL L. QUEZON ELEMENTARY SCHOOL**  
 Upper Session Road Extension, 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: Manuel L. Quezon Elem. School  
 PR No.: 2020-09-022  
 Quotation No.: 2020-09-026  
 Date: September 30, 2020  
 ABC: PhP 111 629.65

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 the representative not later than October 7, 2020.

**POSTED IN PHILGEPS**

*[Signature]*  
**NICOMEDES D. TABELIN**

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 30 Calendar Days

Item No.	Quantity	Unit	ITEM DESCRIPTION	Unit Price	Total Amount
1	202 963	copies	Reproduction of Basic Education Learning Continuity Plan Modules for Kindergarten to Grade 6, Black and White, A4 size, 70 gsm stapled and delivered (Module 2 to 4 all subjects/learning areas)		
Purpose: For Basic Education Learning Continuity Plan Module Printing				<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 Number

Canvassed by: