



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: **Lucban Elem. School**
PR No.: **2020-010-00**
Quotation No.: **2020-010-00**
Date: **October 19, 2020**
ABC: **P103,540.00**


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 e not later than **October 26, 2020**

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.


GENAR P. TACAY
Teacher III

Chairman, Bids and Awards Committee

POSTED IN **PHILGEPS**

No.	Unit of Measure	Item and Specification	Quantity Requirement	Cost per Item	Total Cost
1	Bottle	Liquid Soap for Hand Washing (450 ml.)	80		
2	Piece	Face Mask (washable)	100		
3	Gallon	Alcohol with moist 70percent,	20		
4	Gallon	BLEACH	20		
5	Box	ENVELOPE, Documentary, Expanding , Krasftboard ,legal	25		
6	Unit	Internet Router	15		
7	Piece	Cable Wire (50 meter each cable)	15		
8	ream	PAPER, Multi-Purpose (COPY) A4, 70gsm	20		
9	ream	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	20		
10	ream	PAPER, Multi-Purpose (COPY), Legal size, 80gsm	20		
11	Set	Computer Ink HP Desk Jet 5810 (4 colors)	8		

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: