



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
SAN CARLOS HEIGHTS ELEMENTARY SCHOOL
 Purok 20 Upper Irisan, 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: San Carlos Heights ES
 PR No.: 2020-11-001
 Quotation No.: 2020-11-001
 Date: November 5, 2020
 ABC: P110,007.00

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 November 17, 2020.


JOSIE JANE D. PADIO-AN
 School BAC Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate *** if purchase is 50,000 and below
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	183,345	copy	Reproduction of Learning Materials, A4, 80 gsm, black and white, stapled		
			- Nothing follows -		
				TOTAL	

Purpose: For school and classroom use

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.