



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-Off, 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:  
PR No.: 2020-10-213  
Quotation No.: 2020-08-197  
Date: November 9, 2020  
ABC: 16,000.00

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 11-13-2020.

*Juliet C. Sannad*  
**JULIET C. SANNAD**

Chief- Curriculum Implementation Division  
Chairman, Bids and Awards Committee

### REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

### Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within \_\_\_\_\_ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	205	Pieces	50 ml plastic spray bottle-colorless bottle with white sprayer cap		
2	4	Rolls	½ inch ribbon-sky blue color, satin- 25 yards per roll		
3	4	Rolls	½ inch ribbon-royal blue color, satin-25 yards per roll		
4	5	Gallons	70% isopropyl alcohol with moisturizer		
5	80	Pieces	Personalized Mugs *Please see attached photo for design and specs		
				<b>TOTAL</b>	

Purpose: Supplies and materials for the conduct of stakeholders and other partners during partnership building activities

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: