



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.: 2020-10-205

Quotation No.: 2020-08-191

Date: November 9, 2020

ABC: 3,934.00

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

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	2	Kilos	Benguet Coffee Bean (Ground)		
2	4	Kilos	Brown sugar		
3	1	Pack	Plastic stirrer sticks (500pcs per pack) for hot beverages any color		
4	4	Packs	Coffee creamer, 450 grams per pack		
5	6	Packs	Disposable whitepaper cups 8oz (50[pcs per pack) durable and properly packed, good for hot and cold beverage		
6	11	Packs	Chocolate chip cookies, 7ox (200g per pack)		
				TOTAL	
Purpose: Supplies for the conduct of partnership building activities meetings coordination 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

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Date/Telephone No.

Canvassed by: