



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-
 Quotation No.: 2020-08-293
 Date: December 18, 2020
 ABC: 12,000.00

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 12-21-2020.


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	10	Pieces	FLASH DRIVE, 32 GB capacity		
2	10	Pieces	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip		
3	10	Pieces	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip		
4	10	Packs	SPECIAL PAPER (for Certificate) A4		
5	12	Packs	Sticker Paper		
6	20	Reams	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		
				TOTAL	
Purpose: SUPPLIES Seminar Workshop On Enhancing The Skills Competence Of Illustrators					

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: