



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
 #82 Military Cut-off Road, 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: **MAGSAYSAY ELEM SCHOOL**
 PR No.: **2020 – 12 – 021**
 Quotation No.: **2020 – 12 – 031**
 Date: **December 1, 2020**
 ABC: **160,935.75**

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 _____.

(Signature)
SAMUEL D. LACHICA

School BAC Chairman, Bids and Awards Committee

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.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1.	102384	Copies	Reproduction of Learning Materials / Modules Modules 7 from Kinder to Grade VI Long bond paper, 80 gsm		
2	102384	Copies	Reproduction of Learning Materials / Modules Modules 8 and 9 from Kinder to Grade VI Long bond paper, 80 gsm		
Purpose: office supplies / materials (LCOP)				TOTAL	

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: