



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.: 2020-12-277
 Quotation No.: 2020-08-261
 Date: December 14, 2020
 ABC: 23,717.75

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 12-17-2020.


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	1	Package	Delivery trip package Day 1 Specifications *Manpower The man power from the service provides shall include the following: -manpower (driver) -manpower (helper) They shall be accompanied By one division employee that will act as -Delivery inspector *Meal allowance Meals three (3) pax (2 snacks, 1 meal for each) write on the road per each delivery day -driver -one delivery helper -delivery inspector *Vehicles available for delivery		

			<p>Must have at least one (1) of each vehicle readily available for delivery</p> <p>Appropriate vehicle shall be used depending on the delivery route given</p> <p>The minimum specs for the delivery vehicle are the following:</p> <ul style="list-style-type: none"> -aluminum closed van at least 3500 kgs gross capacity -Closed van at least 1000 kgs gross capacity -Gas allowance for vehicles -Repair and maintenance fee -Contingency fee 		
2	1	Package	<p>Delivery trip package Day 2</p> <p>*see above specifications</p>		
3	1	Package	<p>Delivery trip package Day 3</p> <p>*see above specifications</p>		
4	1	Package	<p>Delivery trip package Day 4</p> <p>*see above specifications</p>		
5	1	Package	<p>Delivery trip package Day 5</p> <p>*see above specifications</p>		
6	1	Package	<p>Delivery trip package Day 6</p> <p>*see above specifications</p>		
				TOTAL	
<p>Purpose: Closed van rental to be used for the delivery of procured learning resources from SDO Baguio to schools week 2</p>					

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: