



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
 Division of Baguio City  
 Lucban District  
**Lucban Elementary School**  
 Magsaysay Ave., Baguio City



## REQUEST FOR QUOTATION


Standard Form No: **SF-GOOD-60**  
 Revised on: **October 20, 2020**  
 Standard Form Title: **Request for Quotation**

Supplier: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 E-Mail: \_\_\_\_\_  
 Date received by the supplier: \_\_\_\_\_

Requesting Unit: **Lucban Elem. School**  
 PR No.: **2021-1-001**  
 Quotation No.: **2021-1-001**  
 Date: **January 7, 2021**  
 ABC: **134,991.00**

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 the representative not later than **January 15, 2021**.

**POSTED IN PHILGEPS**

  
**GENAR P. TACAY**  
 CHAIRMAN – Bids and Award Committee

### REQUIREMENTS:

- Mayor's Business Permit
- PhilGEPS registration number or certificate

- Income/Business Tax Return
- Omnibus Sworn Statement

### Note:

- \*Submit RFQ together with the requirements
- \* All entries must be type written or legibly written
- \* Indicate brand and model of item offered

- \* Delivery period with \_\_\_\_ Calendar Days
- \* Price validity shall be for a period of 30 calendar days

Item No.	Quantity	Unit	ITEM DESCRIPTION	Unit Price	Total Amount
1	207,678	Copies	Reproduction of Quarter 2 Modules Week 1 from K-6 for the implementation of BE-LCP.  Specifications: Paper, Multi-purpose (COPY), short size (8.5"x11), 70gsm, good quality black printing with sort and stapled and willing to deliver the reproduced modules.		

Purpose: Reproduction of Quarter 2 Week 1 Modules for the Learners and Teachers (SY 2020-2021).

After having carefully read and accepted your general conditions. I/we quote you on the item at prices noted above.

Canvassed by:

\_\_\_\_\_  
 Signature Over Printed Name

\_\_\_\_\_  
 TIN

\_\_\_\_\_  
 Date/Telephone Number