



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-Off, Baguio City



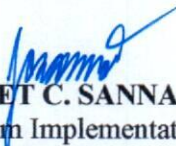
REQUEST FOR QUOTATION

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.: 2021-01-001
Quotation No.: 2021-01-001
Date: January 6, 2021
ABC: 12,950.00

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 1-12-2021.


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 | Reams | Long- PVC binding cover 300 micron | | |
| 2 | 2 | Reams | A4- PVC binding cover 300 micron | | |
| 3 | 2 | Reams | Long- Morocco paper- Red x100s | | |
| 4 | 2 | Reams | Long- Morocco paper- Blue x100s | | |
| 5 | 2 | Reams | Long- Morocco paper- Green x100s | | |
| 6 | 2 | Reams | Short- Morocco paper- Red x100s | | |
| 7 | 2 | Reams | Short- Morocco paper- Blue x100s | | |
| 8 | 2 | Reams | Short- Morocco paper- Green x100s | | |
| 9 | 2 | Reams | Long- Sticker paper x100s | | |
| 10 | 2 | Pieces | 20" metal ruler | | |
| 11 | 2 | Pieces | Cutter B/S | | |
| 12 | 2 | Pieces | Scissor Maped | | |
| 13 | 10 | Pieces | 1-inch clear tape | | |
| 14 | 1 | Piece | 23mmx59mm personalized self-inking rubber stamp | | |
| 15 | 1 | Piece | 23mmx59mm personalized self-inking rubber stamp | | |
| 16 | 5 | Pieces | 2 inch plastic binding ring | | |
| | | | | TOTAL | |

Purpose: Procurement of supplies and materials for the ISO document information

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: