



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
 DIVISION OF BAGUIO CITY  
 Mabini District



**APOLINARIO MABINI ELEMENTARY SCHOOL**  
 Leonard Wood Road, Baguio City

Standard Form No.: SF-GOOD-60  
 Revised on: May 24, 2004  
 Standard Form Title: Request for Quotation

Supplier: Requesting Unit: Apolinario Mabini E/S  
 Address: PR No.: 2021 - 003- 012  
 Telephone No.: Quotation No. 2021 - 003 - 012  
 e-Mail: Date: March 12, 2021  
 Date received by the Supplier: ABC: **Php 55, 025.00**

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 3/22 /2021.

**ALEJO L. PACALSO**  
 BAC Chairman

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.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	3	unit	Epson Printer L3110		
2	38	bottles	Printer Ink Epson;003;black;65ml		
3	20	bottles	Printer Ink Epson;003;yellow;65ml		
4	20	bottles	Printer Ink Epson;003; magenta;65ml		
5	20	bottles	Printer Ink Epson;003;cyan;65ml		
<b>TOTAL</b>					

Purpose: For school supplies (EPP/TLE)

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Tin

\_\_\_\_\_  
 Date/Telephone No.

Canvassed by: