




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

REQUEST FOR QUOTATION

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

Supplier: Requesting Unit: CID/Rachell Flordeliza
 Address: PR No.: 2021-04-071
 Telephone No.: Quotation No.: 2021-04-065
 e-Mail: Date: April 19, 2021
 Date received by the Supplier: ABC: 68,280.00

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 April 27, 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 7 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	20	Reams	Paper multicopy, A4 70 GSM		
2	20	Reams	Paper multicopy, Legal 70 GSM		
3	100	Pieces	Folder long expandable (blue)		
4	1	Pack	Folder, ordinary (long) (100s)		
5	100	Pieces	Envelope expanding (long)		
6	5	Boxes	Fastener Metal		
7	30	Bottles	Ink BT D60 BK Black (Brother)		
8	15	Bottles	Ink BT 5000 C Cyan (Brother)		
9	15	Bottles	Ink BT 5000 M Magenta (Brother)		
10	15	Bottles	Ink BT 5000 Y Yellow (Brother)		
11	10	Carts	Canon 810- Black Cartridge		
12	10	Packs	Battery, size AAA, alkaline, 2 pcs per blister pack		
13	5	Pieces	Record Book, 300 pages		

"DepEd SDO Baguio City: We Serve, We Care."



Address: 82 Military Cut-off Road, Baguio City
 Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbaguioicity@gmail.com
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 Issued on 12/27/2019



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14	20	Pieces	Correction tape		
15	2	Tubes	Cutter blade refill (18mm)		
16	3	Pieces	Staple wire no. 35-5M (5,000 Staples)		
17	1	Box	Staple wire no. 10-1M (20 mini boxes) (1,000 staples/mini box)		
18	10	Packs	Gel Pen (12's) Assorted Colors		
19	5	Boxes	Sign pen (Blue) (12pcs/box) Liquidly free ink pen gel 0.5 Needle tip 0.5mm		
20	5	Boxes	Sign Pen (Black) (12 pcs/box) Liquidly free ink pen gel 0.5 needle tip 0.5mm		
21	10	Boxes	Backfold clip (3/4")		
22	10	Boxes	Backfold clip (1")		
23	10	Boxes	Backfold clip (1 1/4")		
24	5	Packs	Sticker paper A4 (10/Pack)		
25	30	Pads	Sticky note pad (2"x3")		
26	5	Pads	Sticky note arrow flags		
27	4	Rolls	Packaging tape (clear) 2"x100m		
28	5	Rolls	Scotch tape (clear) 1"x100m		
29	3	Pieces	Storage and organizing box (95L)		
				TOTAL	

Purpose: Procurement of supplies and materials to be used by the bids and awards committee members and secretariat

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

Signature over Printed Name

Tin

Date/Telephone No.

Canvassed by:



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