



## REQUEST FOR QUOTATION

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

Supplier:	Requesting Unit: Fort del Pilar Elementary school
Address:	PR No.:2021-04-017
Telephone No.:	Quotation No.:
E-Mail:	Date: April 13, 2021
Date received by the Supplier:	ABC: 83,500

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 22, 2021 @ 12:00 Noon.

**DEBORAH P. ABKILEN**  
 BAC Chairman

**REQUIREMENTS:**

5. Mayor's / Business permit
6. PhilGEPS registration number or certificate
7. Income/Business Tax Return
8. Omnibus Sworn Statement

POSTED IN PHILGEPS

**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	7	unit	3-In-1 Printer (Print,scan,Photocopy) Integrated ink tank		
2	4	unit	Laminating Machine, Heavy Duty maximum size of film: can laminate all sizes up to A3 working area:A3 With hot and cold laminating features		
3	1	unit	Paper Shredder Machine with Bin Maximum size of paper: legal 8.5" x13" Maximum size shredding capacity:4-6 sheets Waste container: 10-14L Shred size: 4-6mm		
*Nothing to Follow*					

**Purpose:**

For printing of Instructional Materials, modules and reports,  
 For lamination of learning materials, and other instructional materials.  
 For maintenance of confidentiality in school records and documents that need to be discharge.  
 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.