



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:  
Address:  
Telephone No.:  
e-Mail:  
Date received by the Supplier:

Requesting Unit: Baguio Central School  
PR No.: 2021-08-00  
Quotation No.: 2021-08-00  
Date: *August 4*, 2021  
ABC: PhP 168,000.00

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 August 9, 2021.

RENITA E. LARANANG  
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.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	476	pieces	Graduation Program Package Deal		
			-Program/Souvenir Paper-4.25" x 5.5", hard and glossy cover, 70 gsm inside pages @476 plus 96 free giveaways for faculty -with photography services (5R solo picture of graduates) -Button pins for Graduates @ 476 pieces -Loyalty Ribbons (Inabel cloth) at 275 pieces -Diploma/Certificate, parchment paper, 12"x 9", colored with gold seal @ 476 pieces -Certificate Holder, red @476 pieces		
				<b>TOTAL</b>	

Purpose: For Completion Program 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 No.

