



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: **Fairview Elementary School**  
 PR No.: **2021-07-0018**  
 Quotation No.: **2021-07-0029**  
 Date: *August 3, 2021*  
 ABC: (total approved amount) **₱ 65,000.00**

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 6, 2021*.

*Elizabeth B. Alberto*  
**ELIZABETH B. ALBERTO**  
 School Bids and Awards Committee Chairman

### 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	30	gallon	Alcohol, 70% solution, disinfectant, 3.78 liters		
2	50	bottle	Alcohol, ethyl, 68%-70% solution, scented, 500ml (-5ml)		
3	30	gallon	Disinfectant, bleach		
4	35	box	Disposable Face Mask, 50 pcs/box, Disposable 3 Ply Ear loop Type		
5	1	pc	Knapsack Sprayer, electronic, rechargeable		
6	30	can	Disinfectant Spray, 500 ml		
7	30	can	Insecticide Spray, 500 ml		
8	35	pack	Tissue Paper, 2 Ply, 12 Rolls per Pack		
9	50	bottle	Liquid Hand Wash, 400 ml, scented		
10	30	box	Bath Soap, 130 g		
11	15	pc	Liquid Soap Dispenser, Pump		
<b>- nothing follows -</b>					
Purpose: School and Classroom Materials and Supplies: For Covid Response					

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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