



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
 Schools Division of Baguio City  
 DISTRICT I  
 RIZAL ELEMENTARY SCHOOL

**REQUEST FOR QUOTATION**

Company/Supplier/Store: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_  
 e-Mail: \_\_\_\_\_  
 TIN: \_\_\_\_\_

PR No.: 2021-09-043  
 Quotation No.: 2021-09-043  
 Date: September 6, 2021  
 ABC: **56,040.00**

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 **September 13, 2021**.

POSTED IN PHILGEPSS

**MARIA MAGDALENA C. BALAO**  
 Chairperson, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPSS registration number or certificate
3. Omnibus Sworn Statement (for ABC above 50K)
4. Income/Business Tax Return (for ABC above 500K)

**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.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	16	Tubes	RISO INK, FII type Black		
2	10	rolls	RISO Master Copy, 70/A4		
			<b>ALL ITEMS MUST BE DELIVERED TO THE SCHOOL</b>		
				<b>TOTAL</b>	

Purpose:

**Implementation of BELCP 2021**

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

Canvassed by:



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 E-mail Address: rizalbaguio1937@gmail.com/136404@deped.gov.ph  
 Facebook Page: DepEdTayo Rizal Elementary School