



## 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: JHS Department  
PR No.: J2021-11-0003  
Quotation No.: RFQ 2021-11-0004  
Date: November 22, 2021  
ABC: Php 57,000.00

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 November 26, 2021.

**POSTED IN PHILGEPS**

**PIA P. DULIGAS**  
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 5 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

| Item | Qty. | Unit   | Item Description          | Unit Price | Total Price |
|------|------|--------|---------------------------|------------|-------------|
| 1    | 5    | gallon | WOOD VARNISH, clear       |            |             |
| 2    | 12   | gallon | SANDING SEALER            |            |             |
| 3    | 28   | sheet  | Plywood 3/4, local marine |            |             |
| 4    | 100  | pc     | Wood, 1in x 1in x 10 ft   |            |             |
| 5    | 5    | bottle | Wood glue                 |            |             |
| 6    | 6    | kg     | Finishing nail, 1 in      |            |             |
| 7    | 5    | kg     | Finishing nail, 2 in      |            |             |
|      |      |        | ***nothing follows***     |            |             |
|      |      |        |                           |            |             |
|      |      |        |                           |            |             |
|      |      |        |                           |            |             |
|      |      |        |                           |            |             |
|      |      |        |                           |            |             |
|      |      |        |                           |            |             |
|      |      |        |                           |            |             |

Purpose: For school use

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: \_\_\_\_\_