



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: Requesting Unit: SGOD/D. Tolentino  
 Address: PR No.: 2021-11-246  
 Telephone No.: Quotation No.: 2021-11-223  
 e-Mail: Date: November 15, 2021  
 Date received by the Supplier: ABC: 65,545.00

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 22, 2021 @ 9am

POSTED IN PHILGEPS

  
**JULIET C. SANNAD**  
 Chief- Curriculum Implementation  
 Division  
 Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

**Note:**

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ 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	105	Packs	Specialty paper, cream, 90GSM, 10pcs per pack		
2	13	Bottles	EPSON 003, Black		
3	10	Bottles	EPSON 003, Cyan		
4	10	Bottles	EPSON 003, Yellow		
5	10	Bottles	EPSON 003, Magenta		
6	60	Reams	Bond paper A4 size		
7	4	Reams	Bond paper, long bond paper size		
8	200	Pieces	Envelope with handle, plastic long		
9	50	Pieces	Prepaid load, 300.00 (40 smart, 10 globe)		
				<b>TOTAL</b>	

Purpose: Procurement of supplies for the implementation of BPLP



"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City  
 Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbagueocity@gmail.com  
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ISO 9001:2015 Certified  
 Quality Management System  
 CRN RU-19.2560.026  
 Issued on 12/27/2019



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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:

Item No.	Description	Unit	Quantity	Price	Total
1	Specialty paper cream 90GSM / 10pcr per pack	pack	102	1.25	127.50
2	EPSON007 Ink	cartridge	12	1.25	15.00
3	EPSON001 Cyan	cartridge	10	1.25	12.50
4	EPSON003 Yellow	cartridge	10	1.25	12.50
5	EPSON005 Magenta	cartridge	10	1.25	12.50
6	Bond paper A4 70gsm	ream	60	1.25	75.00
7	Bond paper, long bond paper size	ream	4	1.25	5.00
8	Envelope with bars plastic bag	piece	300	1.25	375.00
9	Prepared food 300 gm	piece	30	1.25	37.50
<b>TOTAL</b>					



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