



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OFFICE OF BAGUIO CITY  
 JOSEFA CARIÑO ELEMENTARY SCHOOL

**REQUEST FOR QUOTATION**

Standard Form No.:SF-GOOD-60  
 Revised on: May 24, 2004  
 Standard Form Title: Request for Quotations

Supplier: \_\_\_\_\_ Requesting Unit: **JOSEFA CARIÑO ES**  
 Address: \_\_\_\_\_ PR No.: 2022-01-001  
 Telephone No.: \_\_\_\_\_ Quotation No.: 2022-01-001  
 e-Mail: \_\_\_\_\_ Date: January 31, 2022  
 Date received by the Supplier: \_\_\_\_\_ ABC: **Php 103,410.00**

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 February 7, 2022.

POSTED IN PHILGEPS

*Charito T. Fernandez*  
**CHARITO T. FERNANDEZ**  
 School BAC Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS 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.
- ✓ Indicate brand and model of item offered.
- ✓ 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	68	Ream	PAPER, Multi-Purpose (COPY) A4, atleast 70 gsm		
2	69	Piece	STAPLE REMOVER, PLIER-TYPE, metal		
3	3	Piece	TAPE DISPENSER, TABLE TOP, for 24mm width tape		
4	20	Piece	Stapler wire, heavy duty, 23/24 (15/16")		
5	1	Unit	Television, Flat screen, Smart TV, 42 inches		
6	1	Unit	Refrigerator, two-door <i>(see attached sample picture)</i>		
7	1	Piece	Stapler, binder type, heavy duty <i>(see attached sample picture)</i>		
8	1	Piece	Binding and punching machine, heavy duty <i>(see attached sample picture)</i>		
9	1	Piece	Paper trimmer/cutting machine		
10	1	Piece	Paper shredder, heavy duty <i>(see attached sample picture)</i>		
11	3	Piece	Uninterruptible power supply (ups)		



**Address:** Yandoc St., Baguio City  
**Telephone number:** 442-3149  
**Email Address:** josefacarinoelemschool@gmail.com



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12	1	Piece	atleast 256 GB SSD Desktop Hard Drive		
13	1	Piece	Automatic Voltage Regulator (AVR) 3 Socket		
14	2	Piece	Extension Wheel Cord, atleast 10meters <i>(see attached sample picture)</i>		
15	4	Piece	Office Swivel Chair, atleast Mid Back Chair, fixed arm rest, height adjustable		
			.... NOTHING FOLLOWS....		
<b>TOTAL</b>					
<b>Purpose:</b> School and Office supplies and equipment for CY 2022					
<b>Additional Notes:</b> <ol style="list-style-type: none"><li>1. Supplier shall deliver the item to the school within the delivery period.</li><li>2. Supplier can attach picture or indicate brand of the offered item.</li><li>3. Bidders may submit their quotations through email: <a href="mailto:josefacarinoelemschool@gmail.com">josefacarinoelemschool@gmail.com</a></li></ol>					

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:

\_\_\_\_\_  
Canvasser

\_\_\_\_\_  
l@gmail.com



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**SAMPLE PICTURES:**

Item 6. Refrigerator, two-door



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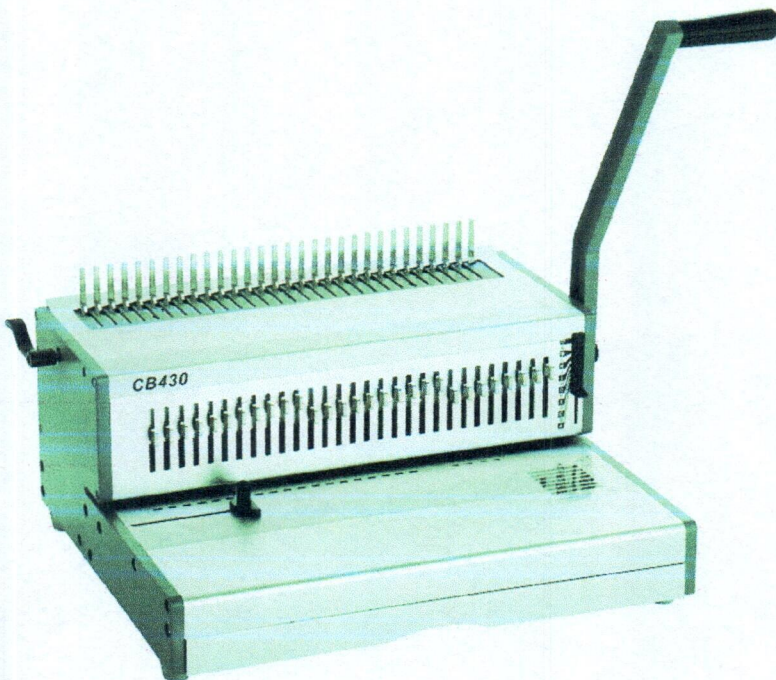
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Item 7. Stapler, binder type, heavy duty



Item 8. Binding and punching machine, heavy duty



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Item 10. Paper shredder, heavy duty



**Heavy Duty  
paper shredder**

Item 14. Extension Wheel Cord (atleast 10 meters)



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