



## 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: SHS Department  
PR No.: S2022-02-0002  
Quotation No.: RFQ 2022-02-0002  
Date: *February 7, 2022*  
ABC: Php 53,970.00

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 11, 2022.

**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	10	sheet	Plywood, 1/4, local marine		
2	20	bag	Cement		
3	15	pc	Angle bar, 1.5 in x 3/16		
4	16	pc	Corrugated bar, 12mm		
5	10	kg	Welding Rod		
6	2	pc	Hedge shear		
7	2	pc	Pruning shear		
8	15	sheet	Plywood, 3/4, marine		
9	6	gallon	Sanding sealer, per gallon		
10	5	gallon	Wood varnish, clear		
11	2	bottle	Wood glue, per liter		
12	5	kg	Finishing nail, 1.5 in		
13	5	kg	Finishing nail, 2 in		
			***nothing follows***		
				<b>TOTAL</b>	

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: \_\_\_\_\_