Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
LUCBAN ELEMENTARY SCHOOL
MAGSAYSAY AVE., BAGUIO CITY

REQUEST FOR QUOTATION

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

PR No.: 2022-02-010
Quotation No.: 2022-02-010
Date: February 22, 2022
ABC: 95,500.00

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 28, 2022.

POSTED IN PHILGEPS

JOHN B. PARAYAO
Chairperson, 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.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of ___ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	500	ream	Paper, Multipurpose, A4, 70gsm		
2	100	ream	PAPER, multi-purpose, legal, 70gsm		
				TOTAL	
Purpose: School Supplies					

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

_____
Signature over Printed Name

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