



Republic of the Philippines  
**Department of Education**

Cordillera Administrative Region

Schools Division of Baguio City

Doña Aurora Elementary School

District 4

Gen. de Jesus St., Aurora Hill, Baguio City

**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: Doña Aurora Elementary School  
 PR No.: 2022-01-001  
 Quotation No.: 2021-01-001  
 Date: March 21, 2022  
 ABC: ₱ **112,310.00**

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 March 24, 2022.

POSTED IN PHILGEPS

**VICTOR U. SOTELO JR.**  
 BAC Chairperson

**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 \_\_\_\_\_ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Day

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	4	bottles	ink, 003, black		
2	2	bottles	ink, 003, cyan		
3	2	bottles	003, magenta		
4	2	bottles	ink, 003, yellow		
5	1	pcs	Printer with copier and scanner, Built in container and ink, Printing Resolution. 5,760 x 1,440 DPI., 15 pages per minute color		
6	1	pcs	laminating machine (A3 size) (Hot and Cold Lamination Settings Quick warm up time: 3-5 mins. On/Off button, power ready and preheating light with reverse switch Entry width: 320mm Best used with 120-250 micron films speed: 650mm/min. Temperature: 0°C to 160 °C with temperature control knob and temperature meter)		
7	1	pcs	Heavy Duty Binding Stapler with 1 box stapler nail		
8	4	pcs	5 Shelf Metal Rack (70*30*150cm)		
9	6	pcs	Laminating Film, roll (250mic 12 "-50m)		
10	1	pcs	Television (Smart/ Android 42")		
11	1	pcs	Paper Cutter (B4 Size)		
12	4	pcs	Velumn Board (180 GSM)		



Doña Aurora Elementary School  
 Gen. de Jesus St., Aurora Hill, Baguio City  
[donaauroraelementaryschool@gmail.com](mailto:donaauroraelementaryschool@gmail.com)  
 Tel. no. 620-3257



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13	20	pcs	Velcro Magic Tapes/ Dots Self-Adhesive		
14	6	pcs	Photopaper (120 GSM)		
15	2	pcs	Wooden Colored Shape Sorter(16 pieces, 5.9"x5.1"x2.1")		
16	2	pcs	Small Wooden Blocks (4" x 4" x 4")		
17	2	pcs	Wooden Building Block Train (18.5x6x5cm)		
18	2	pcs	Wooden Rainbow Three Column Tower (9"x5"x3")		
19	2	pcs	Wooden Three Column Tower (6.5x20x13cm)		
20	2	pcs	Wooden Four Column Tower (6.5x20x13cm)		
21	2	pcs	Wooden Rainbow Calculates Circle		
22	2	pcs	Wooden Mental Shape Sleeve		
23	2	pcs	Wooden Wood Made Toys Series		
24	2	pcs	Wooden Intellectual Building Blocks (42 pcs)		
25	2	pcs	Wooden ABC Wood Blocks (4"x4")		
26	2	pcs	Wooden Clock Shapes (18x18x2cm)		
27	2	pcs	Wooden Tumble Rain Tower (48 pcs)		
28	2	pcs	Wooden Fifteen Hole Shape Intelligence Box 912"x12"x12")		
29	2	pcs	Foam Boards (Alphabet) (5x7.5cm)		
30	2	pcs	Foam Boards (Numbers) (5x7.5cm)		
31	2	pcs	Foam Boards (Counting Numbers)(5x7.5cm)		
32	2	pcs	Foam Boards (Shapes)		
33	2	pcs	Foam Boards (Vegetables) (5x7.5cm)		
34	2	pcs	Foam Boards (Fruits) (5x7.5cm)		
35	2	pcs	Puzzles (First Words) (5x7.5cm)		
36	2	pcs	Puzzles (Nature Sequencing) (29.3x21.3 cm)		
37	2	pcs	Puzzles (Alphabet Memory) (29.3x21.3 cm)		
38	2	pcs	Puzzles (Numbers Match it Puzzles) (29.3x21.3 cm)		
39	2	pcs	Puzzles (Ocean World Puzzles) (29.3x21.3 cm)		
40	2	pcs	Puzzles (Wild Animal Puzzle) (29.3x21.3 cm)		
41	2	pcs	Shape Sorting Game (13.8x2.9x2.6")		
42	2	pcs	Kui house Apple Lacing (3.15x6.30")		
43	2	pcs	Knots and Bolts, Plastic		
44	2	pcs	Connect Blocks, Plastic, 100 pcs (2x2x2 cm)		
45	2	pcs	Connect Pipes, Plastic, 35 pcs		
46	2	pcs	Small Lacing, Plastic (3.15x6.30")		
47	2	pcs	Big Lacing, Plastic (3.15x6.30")		
48	2	pcs	Shape Lacing, Plastic (3.15x6.30")		



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49	2	pcs	Snap/linking blocks with board (20x20cm board, 2 cm snap cubes)		
50	2	pcs	Wooden Colored Animal blocks (16x16x16cm)		
51	40	pcs	Rubberized Two finger Grip (Pen/ Pencil Grip Holder)		
52	3	pcs	Envelope, Expanding, kraftboard, for legal size doc		
53	3	pack	Long Folder, kraftboard, for legal size doc		
54	16	pcs	Plastic storage box with handle, large (37cm x 26.5cm x 24.5cm)		
55	10	pcs	Foldable storage organizer, leather (49cm*30cm*30cm0		
56	1	pcs	Multi-screen Full HD 4K LCD Projector, 6500 Lumens 1080P 6500Lumens Android 9.0 OS WiFi Multi-screen for Mobile Phone Support 4K Video Projector 3D HD Home Theater Projector		
57	30	pcs	Rubber mats,( 1m x 1m x 25mm)		
58	1	pcs	Travel Expenses for canvass/Hauling Expenses		
59	1	pcs	Voice Recorder, pen digital voice recorder 32GB Digital Voice Recorder - Voice Activated Recorder for Lectures Meetings Classes, Mini Audio Recording Device Audio Recorder Portable USB MP3 Playback		
<b>TOTAL</b>					<b>₱</b>

Purpose: Purchase of LSENS materials

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

