



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Division of Baguio City
DOÑA AURORA NATIONAL HIGH SCHOOL
 Upper Malvar St., Aurora Hill Proper, 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:	
Address:	PR No:	2022-05-024
Telephone No.:	Quotation No.:	2022-05-0052
e-Mail:	Date:	May 11, 2022
Date received by the	ABC:	PHP 77,382.19

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 May 16, 2022

JULIO K. CANIPAS
 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 3 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	40	copies	Certificate Holders A4 size		
2	10	piece	Paperweight desktop magnifier		
3	1	piece	Gulayan sa Paaralan (COMPOSTING BAG-Heavy Duty)		
4	1	piece	Office Shelves-Wood Type		
5	5	ream	PAPER, MULTICOPY, A4, 80 gsm		
6	5	ream	PAPER, MULTICOPY, Legal, 80gsm		
7	10	ream	PAPER, multi-purpose, legal, 70gsm		
8	3	piece	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min		
9	3	piece	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min		
10	4	box	STAPLE WIRE, standard #35		
11	10	box	CLIP, backfold, 50mm		
12	2	piece	DATA FILE BOX		
13	1	box	FASTENER, metal, non-sharp edges		
14	3	box	PAPER CLIP, vinyl/plastic coated, 33mm		
15	3	box	PAPER CLIP, vinyl/plastic coated, 50mm		
16	3	box	PENCIL, lead, with eraser		
17	1	piece	PUNCHER, paper, heavy duty		
18	1	piece	TAPE DISPENSER, table top		
19	6	box	SIGN PEN, black 0.5		
20	6	box	SIGN PEN, blue 0.5		
21	3	piece	BPS 150 MASTER ROLL		
22	2	Pack	RIBBON, BUNDY CLOCK		

23	3	Can	INSECTICIDE,Aerosol type		
24	4	bottle	LIQUID HAND SANITIZER, 500mL		
25	3	pack	TOILET TISSUE PAPER, 2-ply, 100% recycled		
26	3	can	AIR FRESHENER, aerosol type		
27	4	piece	BROOM, soft, tambo -Heavy Duty (Straight Branch)		
28	2	piece	BROOM, stick, ting-ting		
29	1	bottle	CLEANER, toilet and urinal		
30	1	bottle	CLEANSER, scouring powder		
31	4	piece	DETERGENT BAR, 140g		
32	2	piece	DETERGENT POWDER, all-purpose, 1kg		
33	4	piece	FLOOR WAX In Can, paste type, red (0.5Kg)		
34	2	can	FURNITURE CLEANER, aerosol type		
35	5	piece	SCOURING PAD, 4 pcs per pack		
36	10	roll	TRASHBAG, GPP specs-Thick, black, 940mmx1016mm		
37	1	piece	FIRE EXTINGUISHER, dry chemical (10lbs Up)		
38	1	piece	FIRE EXTINGUISHER, pure HCFC (10lbs Up)		
39	9	piece	BPS 150 INK		
Total					
Purpose: for School Supplies and Materials					

Reminders:

- Free Delivery of Items
- The Bidding is considered as unit
- Should deliver the items on specified time

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: