



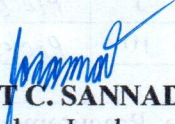
Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**

**REQUEST FOR QUOTATION**

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

Supplier: Requesting Unit: COA/ N. Ngina  
 Address: PR No.: 2022-05-094  
 Telephone No.: Quotation No.: 2022-05-088  
 e-Mail: Date: May 24, 2022  
 Date received by the Supplier: ABC: 49,100.00

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 May 27, 2022 @ 9am

  
**JULIET C. SANNAD**  
 Chief- Curriculum Implementation  
 Division  
 Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

**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 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	12	Pcs	Sign pen blue		
2	12	Pcs	Battery AAA		
3	15	Reams	Bond paper, 8.5x11, 80GSM		
4	10	Reams	Bond paper, A4, 80GSM		
5	10	Reams	Bond paper, 8.5x13, 80GSM		
6	10	Pos	File holder box, vertical (blue)		
7	50	Pcs	File holder box, horizontal (blue)		
8	6	Pcs	File holder, mesh steel, letter size, gray		
9	70	Pcs	Folder, expanding long, clear		
10	50	Pcs	Folder, expanding long, blue		
11	30	Pcs	Folder, ordinary long		
12	5	Bottles	Ink 003 (For Epson L3310) Blue		
13	5	Bottles	Ink 003 (For Epson L3310) Yellow		
14	5	Bottles	Ink 003 (For Epson L3310) Magenta		

"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City  
 Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbaguiocity@gmail.com  
 Website: www.depedpines.com | Facebook Page: facebook.com/DepedTayoBaguioCity



ISO 9001:2015 Certified  
 Quality Management System  
 CRN RU-19.2560.026  
 Issued on 12/27/2019





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15	10	<i>Bottles</i>	Ink 003 (For Epson L3310) Black		
16	2	<i>Boxes</i>	Paper clip (big)		
17	1	<i>Box</i>	PVC plastic cover clear (300mic, 100pcs, size 216mmx280mm)		
18	30	<i>Pieces</i>	Sticker paper, white		
19	30	<i>Pieces</i>	Sticker paper, cream		
20	5	<i>Pieces</i>	Spiral binder 1"		
21	5	<i>pieces</i>	Spiral binder 1 1/2"		
22	5	<i>Pieces</i>	Spiral binder 2"		
23	3	<i>Pieces</i>	Rechargeable wireless mouse (clored)		
24	3	<i>Pieces</i>	Wireless keyboard (heavy duty)		
25	1	<i>Piece</i>	3- tier mesh paper tray		
26	10	<i>Packs</i>	Tissue paper (12pcs/pack)		
				<b>TOTAL</b>	
Purpose: Procurement of supplies and materials for COA office 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:



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