



Republic of the Philippines  
Cordillera Administrative Region  
Schools Division of Baguio City  
#84 Military Cut-Off, Baguio City



## REQUEST FOR QUOTATION

August 2022

Supplier:

Address:

Telephone:

e-Mail:

Date received by the supplier:

Requesting Unit: **San Luis E/S**

PR. No.: **2022-08-011**

Quotation No.: **2022-08-011**

Date: **08-19-2022**

**ABC: 65,000.00**

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 sealed envelope duly signed by your representative not later than 08-19-2022

*Leticia C. Garcia*  
**LETICIA C. GARCIA**

School BAC Chairman, Bids and Awards Committee

### RA+18:28 REQUIREMENTS:

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

POSTED IN PHILGEPS

### Note:

- ✓ Submit RFQ together with the requirements
- ✓ All entries must be type written or legibly written
- ✓ Indicate brand or model of item offered.
- ✓ Delivery period with in \_\_\_\_\_ Calendar Days
- ✓ Price validity shall be for a period of 30 Calendar Days

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	70		Multi-purpose paper letter ( 70 gsm)		
2	70		Multi-purpose paper A4 ( 70 gsm)		
3	40		Printer ink ( L3110) Magenta		
4	40		Printer ink ( L3110) Yellow		
5	40		Printer Ink (L3110) Cyan		
6	41		Printer ink (L3110) Black		
7	20		Staple wire (# 35, full strip staples 5000)		
			*****Nothing Follows*****		

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: