



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: CID/J. Sannad  
 Address: PR No.: 2022-18-182  
 Telephone No.: Quotation No.: 2022-09-171  
 e-Mail: Date: September 2, 2022  
 Date received by the Supplier: ABC: 106,350.00

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 September 12, 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.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	50	Reams	A4 Bond paper (80GSM) 500 leaves		
2	50	Reams	Long bond paper (80GSM) 500 leaves		
3	48	Bottles	Printer Ink (black) compatible with brother DCP-T420W		
4	48	Bottles	Printer Ink (cyan) compatible with brother DCP-T420W		
5	48	Bottles	Printer Ink (magenta) compatible with brother DCP-T420W		
6	48	Bottles	Printer Ink (yellow) compatible with brother DCP-T420W		
7	250	Packs	KF94 Face masks (10pcs)		
8	50	Bottles	Alcohol (1 liter)		
				<b>TOTAL</b>	

Purpose: Procurement of office supplies during the conduct of the daily operation of ALIVE teachers



"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: depedbagueiocity@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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REQUEST FOR QUOTATION

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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