



WAVE 2nd & 3rd

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.: 2022-010-024
Quotation No.: 2022-010-024
Date: October 20, 2022
ABC: ₱ 110,073.00

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 October 25, 2022.

VICTOR U. SOTELO JR.
BAC Chairperson

POSTED IN PHILGEPS

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	50	box	staple wire,		
2	45	pcs.	Signpen, .5 ball point		
3	40	roll	TAPE, transparent, 48mm		
4	4	ream	PVC, Binding Cover, Ream, A4		
5	1	box	Ballpen, Black, 50 pcs per box		
6	1	box	Ballpen, Red, 50 pcs per box		
7	1	box	Ballpen, Green, 50 pcs per box		
8	1	box	Ballpen, Blue, 50 pcs per box		
9	40	pcs.	Puncher, Heavy Duty, HBW		
10	40	pcs.	pentelpen, black		
11	25	pcs.	White Board Marker		
12	50	pcs.	3 ,Ring File Folder, Hard Cover, Legal, 1.5 "		
13	1	pcs.	3 holes bookbinder,puncher		
14	400	pcs.	Expandable Folder, legal		
15	200	pcs.	Expandable Envelope, legal		
16	40	pcs.	Correction Tape		
17	40	pcs.	Clearbook, legal		
18	40	ream	Laminating Film, IOOpcs per ream		
19	20	pieces	Wire Molding, 1"		
20	1	box	Wire for extension wire, #12 TTHN		



Doña Aurora Elementary School
Gen. de Jesus St., Aurora Hill, Baguio City
donaauroraelementaryschool@gmail.com
Tel no. 620-3257



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21	10	pieces	Socket		
22	5	box	Wire Clamp, 1/4 ",100 Pcs per box		
23	5	pieces	Electrical Tape, 1 "		
24	20	pieces	Flourescent Tube, 18 W		
25	53	pieces	PPR 1/2 coupling		
26	60	pieces	PPR 1/2 elbow		
27	20	pieces	PPR 1/2 pipe		
28	20	bag	Tissue, 10 pcs per bag		
29	50	pieces	Rubber Gloves		
30	45	pieces	Floor Scrub Brush, Plastic, with long Handle		
31	2	pack	Garbage Bag,Extra Large, 100 pcs per pack		
32	3	pax	Ring Time Bell,12 inch, with installation		
33	1	box	Circuit Breaker, 30 AMP, with box		
34	7	pieces	PPR 1/2 coupling		

TOTAL ₱

Purpose: Purchase of office supplies and other 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

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Date/Telephone No

