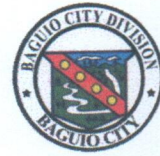




Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Schools Division of Baguio City
HOLY GHOST EXTENSION ELEMENTARY SCHOOL
 Purok 4, Holy Ghost Extension, Baguio City



REQUEST FOR QUOTATION

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

Supplier:	_____	Requesting Unit:	HOLY GHOST EXTENSION ES
Address:	_____	PR No.:	2022-10-001
Tel No.:	_____	Quotation No.:	2022-10-002
e-Mail:	_____	Date:	October 06, 2022
Date received by the Supplier:	_____	ABC (Approved Budget for the Contract):	53,172.60

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 13, 2022**.



Aida C. Alcedo
AIDA C. ALCEDO
 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 _____ Calendar Days.

Item No.	Qty	Unit	Item Description / Specification	Unit Price	Total Price
1	1	piece	Printer, 3in1, with scanner for legal size		
2	2	piece	Printer, 3in1, with scanner (A4)		
3	11	piece	Clicker - for power point presentation		
Total					

Purpose: for office and classroom use

After having carefully read and accepted your General Conditions, I/we quote you on the item at prices noted above.

_____ Date

_____ Signature over Printed Name

_____ Tin Number

_____ Tel. No. / Cellphone No. / Email Address / Fax Number