



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



REQUEST FOR QUOTATION

Supplier: _____
Address: _____
Telephone No: _____
e-Mail: _____
Date received by the supplier:

Requesting Unit: San Luis E/S
PR. No.: 2022-11-003
RFQ No.: 2022-11-003
Date: 11/29/2022
ABC: ₱ 151,000.00

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 12/05/2022


FELY B. FAGCAYANG

School BAC Chairman, Bids & Awards Committee

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	1	unit	Photocopier, A3, operational cost efficient		
2	1	set	Desktop, mid-range		
3	2	unit	Printer, colored, with long scanner, operational cost efficient, continuous ink		
4	10	ream	Multipurpose Paper, A4 size, 80 gsm		
5	20	ream	Multipurpose Paper, legal size, 80 gsm		
6	5	cart	Toner, refillable, compatible to above stated photocopier		
7	1	unit	Drum Unit, compatible to above stated photocopier		
			*** nothing to follow ***		
				TOTAL	

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

Canvassed by:

Signature Over Printed Name

TIN

Date/ Telephone No.