



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**Quezon Hill Elem School**  
 Mallare St., Quezon 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: Quezon Hill Elem. School  
 PR No.: 2023-01-004  
 Quotation No.: 2023-01-004  
 Date: January 25, 2023  
 ABC: Php82,500.00

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 FEBRUARY 1, 2023.

DELIA P. ALLIBANG  
 Chairman, Bids and Awards Committee

### 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 120 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	55	pax	Meals and snacks (AM snacks, Lunch, PM snacks) -for five (5) days activity -inhouse meal/coordinate with food committee on preferred menu -inclusive of drinking water and juice -inclusive of overflowing coffee with sugar, creamer and cups		

Purpose: For the conduct of In-Service Training for teaching & non-teaching personnel of QHES for five days (Feb. 6-10, 2023)

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.