



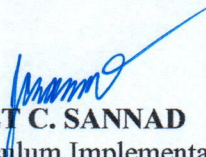
Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**

**REQUEST FOR QUOTATION**

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

Supplier: Requesting Unit: SGOD/A. Saguid  
 Address: PR No.: 2022-12-330  
 Telephone No.: Quotation No.: 2023-01-003  
 e-Mail: Date: January 4, 2023  
 Date received by the Supplier: ABC: 3,100.00

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 January 6, 2023 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.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	40	Pieces	Steno notebook 50 leaves		
2	5	Reams	Bond paper A4 80GSM		
3	50	Pieces	PVC binding cover acetate film A4		
<b>TOTAL</b>					

Purpose: Procurement of office supplies during the conduct of orientation on the roll-out of the basic education and evaluation framework (BEMEF) on January 16-18, 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.

Canvassed by:

"DepEd SDO Baguio City: We Serve, We Care."



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 Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbagueocity@gmail.com  
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ISO 9001:2015 Certified  
 Quality Management System  
 CRN RU-19.2560.026  
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