



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Division of Baguio City
 District 7



ELPIDIO R. QUIRINO ELEMENTARY SCHOOL
 Purok 2, Irisan, 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: <u>Elpidio R. Quirino Elementary School</u>
Address: _____	PR No.: <u>2023-06-008</u>
Tel. No.: _____	Quotation No.: <u>2023-06-014</u>
e-Mail: _____	Date: <u>29-May-23</u>
Date received by the Supplier: _____	ABC: <u>PhP. 81,000.00</u>

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 **JUNE 02, 2023**.

ORDEN V. CAYSO
 BAC Chairman

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPs registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

POSTED IN PHILGEP'S

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 Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	225	piece	Button pins		
2	225	piece	Ribbons, Grade 6		
3	225	piece	Souvenir Program		
4	225	piece	Diploma		
5	225	piece	Picture, individual		
6	360	piece	Ribbons, Kindergarten		
7	300	piece	Medal, 6cm		
8	180	piece	Certificate, Kinder		
				TOTAL	

Purpose: Procurement of office supplies & other suppliues and 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.

Canvassed by: