



Republic of the Philippines
Department of Education

CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
MABINI ELEMENTARY SCHOOL

Leonard Wood Road, Salud Mitra, Baguio City

REQUEST FOR QUOTATION

Supplier:
Address:
Tel. #:
e-Mail:

Requesting Unit: MABINI ELEMENTARY SCHOOL
PR No.: 2023-06-024
Quotation No.: 2023-06-023
Date: June 6, 2023
ABC: P114,879.00

Date Received by the Supplier:

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 13, 2023.

POSTED IN PHILGEPS

ALEJO L. PACALSO

Chairperson, Bids and Awards Committee

Requirements: (please attach the following together with your quotation)

- Mayor's / Business permit
- PhilGEPS registration number or certificate
- Income Business Tax Return (for ABC above 500,000.00)
- Omnibus Sworn Statement (for ABC above 50,000.00)

Note:

- Submit RFO together with the requirements
- All entries must be typewritten or legibly written
- Delivery period within _____ Calendar days
- Price validity shall be period of 30 days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	537	piece	Personalized ribbons (for kinder and grade 6 graduates, for parents, guest and school staff) -personalized ribbon head -with school logo and name of school -chrome coated 189 full color -with 2.75 inches native inabel cloth -inclusive of safety pin		
2	460	piece	Printing of Certificates for Kinder and Grade 6 graduates -9x12 inches parchment paper 85gsm -input data needed with LRN and signatories -with gold seal -colored printing		
3	490	booklet	Souvenir program of kinder and grade 6 graduates -full colored cover kk189 -inside pages black book 80 -upto 60 pages 9x12 inches folded size -class picture pictorial and solo pictorial -faculty group/ solo pictorial -inclusive of lay outing with 3 drafts before production -delivery 1 day after final approval -input necessary info needed -laser printing water resistant -5 years warranty		
4	460	piece	Customized button pins and souvenir picture during the program (for kinder and grade 6 graduates) -2.25 inches diameter -personalized solo picture design -water resistant / laser printing -with 3 inches satin ribbon -inclusion of solo picture pictorial -5r size picture colored -portrait picture while receiving diploma during the program		
			* inclusive of delivery to school * all list/ needed data will be sent by the coordinator in charge thru e-mail ***Nothing Follows***		
TOTAL:					

Purpose: Procurement of Supplies and Materials (inclusive of services) for the Graduation and Recognition Ceremonies of Mabini ES

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

canvassed by:

Signature over Printed Name

TIN #



MABINI ELEMENTARY SCHOOL
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