



Republic of the Philippines  
 Department of Education  
 Cordillera Administrative Region  
**Quezon Hill Elementary School**  
 Middle 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: \_\_\_\_\_

Requesting Unit: Quezon Hill Elem. School  
 PR No.: 2023-06-0254  
 Quotation No.: 2023-06-024  
 Date: June 20, 2023  
 ABC: Php89,950.00

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 26, 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.

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	210	pc	Simplified Graduation program (colored) inclusive of class picture pictorial and solo pictorial and layout		
2	425	pc	Diploma/ Certificate(Grade 6 and Kinder)-9x12" parchment paper 85GSM, colored printing		
3	197	pc	Button Pins-2.25" diameter, personalized solo picture design, water resistant, laser printing w/ 3" satin ribbon		
4	4	pc	Personalized Corsage		
5	400	pc	DepEd Medal w/ name of school		
6	197	pc	Plastic Envelope		
7	2	pc	Graduation / Moving up Tarpaulin-inclusive of lay out/design, with hooks and safety measures		
			Purpose: For reproduction of activity sheets/materials and others.		

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: