



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: CID/J. Piok
 Address: PR No.: 2023-06-137
 Telephone No.: Quotation No.: 2023-06-135
 e-Mail: Date: June 21, 2023
 Date received by the Supplier: ABC: 5,230.00

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 June 23, 2023 2:42m.


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 if above 50,000.00

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	8	Pieces	Permanent marker (board, black)		
2	8	Pieces	Permanent marker (board, blue)		
3	8	Pieces	White board (12x16in)		
4	4	Pieces	White board marker (blue)		
5	4	Pieces	White board eraser		
6	9	Pads	Smiley stickers		
7	4	Reams	Colored paper (8.5 x 13, 80 GSM, assorted colors)		
8	8	Rolls	Cartolina (22 ½ x 28 1/2 , white, 80 GSM)		
9	2	Pads	Sticky note (3x5, blue)		
10	2	Pads	Sticky note (3x5, yellow)		





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11	2	Pads	Sticky note (3x5, pink)		
12	4	Boxes	Crayons (24 colors)		
13	1	Box	Liquid gel pen (blue, 0.5mm ball)		
				TOTAL	

Purpose: Procurement of office supplies for the conduct of STEM UP to STEP UP Baguio City on July 26-28, 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:

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	8	Pieces	Permanent marker (board, black)		
2	8	Pieces	Permanent marker (board, blue)		
3	8	Pieces	White board (1x4ft)		
4	4	Pieces	White board marker (blue)		
5	4	Pieces	White board eraser		
6	9	Pads	Sticky stickers		
7	4	Reams	Colored paper (8 1/2 x 11, 80 GSM, assorted colors)		
8	8	Rolls	Cartolina (22 x 28 1/2, white, 80 GSM)		
9	2	Pads	Sticky note (3x5, blue)		
10	2	Pads	Sticky note (3x5, yellow)		

