



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

**PACDAY QUINIO ELEMENTARY SCHOOL**  
 Km. 4, Asin Road, Baguio City



**REQUEST FOR QUOTATION**

Standard Form: SF-GOOF-60

Revised on: May 24, 2004

Standard Form Title: Request for Quotation

Supplier:

Requesting Unit: Pacday Quinio ES

Address:

PR No.: 2023-09-001

Telephone: No.:

Quotation No.: 2023-09-001

Email:

Date: August 31, 2023

Date Received by the Supplier:

ABC: **68,539.88**

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

September 5, 2023 @ 9am

**ARTHUR U. MANGILI**

Chairperson, 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 requirements.
- ✓ All entries must be type written 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

**POSTED IN PHILGEPS**

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	2	UNIT	Laptop: Lightweight Processor: No. of Cores – 4; No. of Threads-8; Memory- 4GB Storage: 256 GB Display: 14.0" OS: Windows 11 With bag and optical mouse		
2	35	BOTTLE	EPSON Ink, Black 003		
Purpose:			Procurement of semi-expendable item and office supplies	<b>TOTAL</b>	

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 No.

\_\_\_\_\_  
Date/Tel. No.

Canvassed by: \_\_\_\_\_

Canvasser