



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:SGOD/J. Santos
Address:	PR No.: 2023-10-298
Telephone No.:	Quotation No.: 2023-10-295
e-Mail:	Date: October 18, 2023
Delivery Period:	ABC: 9,670.00

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 **OCTOBER 25, 2023 @9AM**

Failure to submit this on or before the due date aforesaid will be a ground for disqualification.

October 18,
 2023 2:31PM

CHRISTOPHER C. BENIGNO, PhD, EdD, CESO VI
 Assistant Schools Division Superintendent
 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
4. Income/Business Tax Return 500,000.00 and above

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	30	Packs	Specialty paper (A4)		
2	5	Pieces	Sagada weaved travelling bag (black)		
3	150	Pieces	Certificate holder (wooden frame, glass cover) (A4)		
				TOTAL	

Purpose: Procurement of tokens for speaker and training supplies for the conduct of DRRM training on December 19 to 20, 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

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 Date/Telephone No.

Canvassed by:

