Republic of the Philippines

Department of Education

Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY
LUCBAN ELEMENTARY SCHOOL
MAGSAYSAY AVE., BAGUIO CITY

REQUEST FOR QUOTATION

Company/Supplier/Store:_____
Address:_____
Telephone No.:_____
e-Mail: _____
TIN:_____

PR No.: 2024-01-001
Quotation No.: 2024-01-001
Date: January 5, 2024
ABC: 162,750.00

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 January 12, 2024

POSTED IN PHILGEPS

JOHN B. PARAYAO
Chairperson, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement (for ABC above 50K)
4. Income/Business Tax Return (for ABC above 500K)

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 ___ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	93	pax	**Meals and Snacks** (AM snacks, Lunch & PM snacks) for Jan. 24-26, 29-30, 2024 (5 days) -in house menu/coordinate with food committee on preferred menu **-with overflowing drinking water and coffee (with sugar, creamer, and cups)** **-must be compliant to the city ordinance no. 35 s.2017 also known as the "Plastic and Styrofoam Free Baguio Ordinance"**		
				TOTAL	
Purpose: In-Service Training on Jan. 24-26, 29-30, 2024 (5 days)					

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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