



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.: 2024-02-004
 Quotation No.: 2024-02-004
 Date: Feb. 14, 2024
 ABC: 128,500.00

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 February 19, 2024 29am

John B. Parayao
JOHN B. PARAYAO

Chairperson, Bids and Awards Committee

POSTED IN PHILGEPS

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	300	ream	PAPER, MULTI-PURPOSE (COPY), LEGAL, 70gsm, 216x330mm		
2	300	ream	PAPER, Multi-Purpose, A4, 70gsm		
3	100	pack	Trashbag, XXL		
				TOTAL	

Purpose: Office supplies

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



LUCBAN ELEMENTARY SCHOOL
 ADDRESS: Magsaysay Ave., Baguio City
 TELEPHONE NUMBER: 661-0114
 EMAIL ADDRESS: 136394lucban@gmail.com