



## REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60  
Revised on: May 24, 2004  
Standard Form Title: Request for Quotation

Supplier: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
e-Mail: \_\_\_\_\_  
Date received by the Supplier: \_\_\_\_\_

Requesting Unit: JHS Department  
PR No.: J2024-04-007  
Quotation No.: RFQ 2024-04-007  
Date: April 22, 2024  
ABC: Php 99, 680.00

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 May 2, 2024.

POSTED IN PHILGEPS

*Aurea D. Daweng*  
AUREA D. DAWENG

Chairman, 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

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within 5 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

### Note:

Item	Qty.	Unit	Item Description	Unit Price	Total Price
			Medal, with DepEd seal, 6 cm diameter, weight 30 g, green lace 1 inch, with printed name of school		
1	780	pc	bronze		
2	80	pc	silver		
3	636	sheet	Diploma printing		
4	14	box	Seal for Diploma		
			Ribbons for graduate, parent and personnel, school logo with ethnic design and safety pin		
5	507	pc	graduate		
6	129	pc	moving-up		
7	636	pc	parent		
8	80	pc	faculty		
			**nothing follows**		
Purpose: for end of school year rites					

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: \_\_\_\_\_