Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
District 7

ELPIDIO R. QUIRINO ELEMENTARY SCHOOL
Purok 2, Irisan, Baguio City

REQUEST FOR QUOTATION

Supplier: _____	Requesting Unit:	Elpidio R. Quirino Elementary School
Address: _____	PR No.:	2024-04-005
Tel. No.: _____	Quotation No.:	2024-04-010
e-Mail: _____	Date:	12-Apr-24
Date received by the Supplier: _____	ABC:	PhP. 92,220.00

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 **APRIL 22, 2024.**

POSTED IN PHILGEPS

ORDEN V. CAYSO
BAC Chairman

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 the requirements.
- ✓ All entries must be typewritten 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.

Note:

1 Delivery Period with in **15-25** Calendar Days
   Upon receipt of **NOA**

2 Price Validity shall be for a period of **30 Calendar Days**

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	255	piece	Diploma for Graduating Students		
2	187	piece	Certificate for kinder		
3	255	piece	Certificate Holder for Grade 6		
4	255	piece	Souvenir Program		
5	442	piece	Ribbons for Parents		
6	442	piece	Ribbons for kinder and Grade 6		
7	65	piece	Ribbons for Faculty, staff & Guest		
8	50	piece	Ribbons for Special Awards		
9	6	piece	Lei for Speakers & Confirming Official		
10	1	set	Flowers for Decoration (Set)		
11	3	piece	Tarpulin (Graduation, Recognition & Moving UP)		
12	355	piece	Medal, 6cm		
13	10	piece	Medal, 5cm		
				TOTAL	

Purpose: Procurement of Materials for SY 2023-2024 EOSY rites (Moving up, graduation, and Closing & Recognition)

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

Canvassed by:

_____
Date/Telephone No.