



## 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:  
PR No.: 2017-11-399  
Quotation No.: 2017-11-170  
Date: November 29, 2017  
ABC: Php 99,000.00

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 \_\_\_\_\_.

**SORAYA T. FACULO, PhD.**  
OIC-Assistant School Division Superintendent  
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

### 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	60	Pax	Meals (AM Snack, PM Snack and Lunch for 3 days)		
			<b>**Venue:</b> -with big conference hall -quality audio-visual system/facility (w/ LCD and at least 3 microphones) -with WI-FI connectivity -buffet style food service -overflowing coffee, tea and water -with welcome streamer -backdraft for stage		
			<b>**IN-HOUSE MENU**</b> *NO PORK*		
				<b>TOTAL</b>	

Date of Event: Dec. 11-13, 2017

Purpose: Meals and Snacks for Division Training Course for Division Child Protection Specialist

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.

**POSTED IN PHILGEPS**

Canvassed by: