




## REQUEST FOR QUOTATION

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

Supplier:	Requesting Unit:
Address:	PR No.: 2018-04-060
Telephone No.:	Quotation No.: 2018-04-065
e-Mail:	Date: April 12, 2018
Date received by the Supplier:	ABC: Php 120,000.00

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. PACULO, PhD.** 4.12  
 OIC-Assistant School Division Superintendent  
 Chairman, Bids and Awards Committee *SM*

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. 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	80	Pax	<i>May 2, 2018</i> <b>AM Snacks</b> <b>Lunch</b> <b>PM Snacks</b>		
2	80	Pax	<i>May 3, 2018</i> <b>AM Snacks</b> <b>Lunch</b> <b>PM Snacks</b>		
3	80	Pax	<i>May 4, 2018</i> <b>AM Snacks</b> <b>Lunch</b>		
			<b>**Inclusive of Venue within Baguio**</b> <b>**Please see attached Menu**</b>		
				<b>TOTAL</b>	

Date of Event: May 2-4, 2018

Purpose: Meals and snack for the Conduct of Inclusive Education Conference

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

POSTED IN PHILGEPS

\_\_\_\_\_  
 Signature over Printed Name

\_\_\_\_\_  
 Tin

\_\_\_\_\_  
 Date/Telephone No.

Canvassed by:

**MENU FOR THE CONDUCT OF 2018 DIVISION INCLUSIVE EDUCATION CONFERENCE**

**MENU (flowing coffee, tea, juice, water)**

Date	Morning Snacks	Lunch	Afternoon Snacks
May 2	Guinataang bilo bilo	Chicken inasal Baguio Vegetables Sinigang na bangus Dessert- banana	Carrot/banana cake with assorted fruits
May 3	Pancit and fruits	Beef ampalaya Fish fillet Vegetable salad soup Dessert: Any fruits	Kakanin
May 4	Fresh vegetable lumpia with fruits	Fried tilapia with fresh tomatoes Chicken tinola with vegetables Dessert: Fruits	None

Prepared by:

  
**JOVELYN T. BALANTIN**  
SEPS- HRD