




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.: 2020-12-279
 Quotation No.: 2020-08-263
 Date: December 14, 2020
 ABC: 19,764.75

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 12-17-2020.


JULIET C. SANNAD
 Chief- Curriculum Implementation Division
 Chairman, Bids and Awards Committee

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	1	Package	Delivery trip package Day 1 Specifications *Manpower The man power from the service provides shall include the following: -manpower (driver) -manpower (helper) They shall be accompanied By one division employee that will act as -Delivery inspector *Meal allowance Meals three (3) pax (2 snacks, 1 meal for each) write on the road per each delivery day -driver -one delivery helper -delivery inspector *Vehicles available for delivery		

			Must have at least one (1) of each vehicle readily available for delivery Appropriate vehicle shall be used depending on the delivery route given The minimum specs for the delivery vehicle are the following: -aluminum closed van at least 3500 kgs gross capacity -Closed van at least 1000 kgs gross capacity -Gas allowance for vehicles -Repair and maintenance fee -Contingency fee		
2	1	Package	Delivery trip package Day 2 *see above specifications		
3	1	Package	Delivery trip package Day 3 *see above specifications		
4	1	Package	Delivery trip package Day 4 *see above specifications		
5	1	Package	Delivery trip package Day 5 *see above specifications		
				TOTAL	
Purpose: Closed van rental to be used for the delivery of procured learning resources from SDO Baguio to schools week 4					

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

Signature over Printed Name

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Date/Telephone No.

Canvassed by: