



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: SHS Department
PR No.: S2022-05-0010
Quotation No.: RFQ 2022-05-0010
Date: May 23, 2022
ABC: Php 136, 560

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 30, 2022.

POSTED IN PHILGEPS

PIA P. DULIGAS

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.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within 5 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item	Qty	Unit	Description	Unit Price	Total Cost
1			Medal, with DepEd seal, 6 cm diameter, 30 g, personalized lace (name of the school)		
	30	Pc	Gold		
	300	Pc	Silver		
	550	pc	Bronze		
2	506	Sheet	Diploma printing, A4 size		
3	10	box	Seal for diploma, #23		
4	1012	pc	Ribbons for graduate and parent		
			nothing follows		
				TOTAL	
Purpose: For graduation and moving-up SY 2021-2022					

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: _____