



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

REQUEST FOR QUOTATION

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

Supplier: Requesting Unit: COA/N. Ngina
Address: PR No.: 2022-12-331
Telephone No.: Quotation No.: 2023-01-009
e-Mail: Date: January 5, 2023
Date received by the Supplier: ABC: 29,400.00

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 January 9, 2023 @ 9am


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	100	Pieces	Double side PVC lever arch file w/ 2 ring binder, legal size, blue		
2	100	Pieces	Folder, expanding long, clear, w/ sliding clip		
3	10	Packs	2 ply tissue, 12 pcs. /Pack		
4	2	Bottles	Dishwashing liquid, 1 liter		
5	2	Bottles	Anti-bacterial hand soap, 1 liter		
				TOTAL	

Purpose: Procurement of supplies and materials for the procurement of office supplies for the Commission on Audit use



"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City
Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbaguioicity@gmail.com
Website: www.depedpines.com | Facebook Page: facebook.com/DepedTayoBaguioCity



ISO 9001:2015 Certified
Quality Management System
CRN KU-19.2560.026
Issued on 12/27/2019



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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:

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	100	Pieces	Double side P/C folder with file and ring binder		
2	100	Pieces	Folder, expanding long clear w/ sliding clip		
3	10	Packs	2 pts tissue 12 pcs / pack		
4	2	Bottles	Dishwashing liquid 1 liter		
5	2	Bottles	Anti-bacterial hand soap 1 liter		
TOTAL					



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