



**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: OSDS/A. Doyaoen
Address:	PR No.: 2024-02-051
Telephone No.:	Quotation No.: 2024-02-052
e-Mail:	Date: March 4, 2024
Delivery Period:	ABC: 5,920.00
Date Received by the Supplier:	

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 March 7, 2024 @ 9am

**Failure to submit this on or before the due date aforstated will be a ground for disqualification.**

**CARMEL MERIS**

OIC-Assistant Schools Division Superintendent  
 Chairman, Bids and Awards Committee

**REQUIREMENTS:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement if above 50,000.00
4. Income/Business Tax Return 500,000.00 and above

**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	41	Pieces	Inabel pouch 5x7x1.5 inches; with lining, zipper and wrist warp; mixed colors		
2	1	Piece	Local personalized bag with cordilleran products		
				<b>TOTAL</b>	

Purpose: Procurement of training materials for the capacity building for schools Division Office personnel (member of the formal investigation committees for teaching and non-teaching) on administrative procedure and legal writing on March 22 and 23, 2024



Address: 82 Military Cut-off Road, Baguio City  
 Telephone/Fax: (074) 442-4326 / (074) 442-7819 | Email: [baguio.city@deped.gov.ph](mailto:baguio.city@deped.gov.ph)  
 Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepEdTayoBaguioCity](https://www.facebook.com/DepEdTayoBaguioCity)





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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

\_\_\_\_\_  
Tin

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

Canvassed by:



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Website: [www.depedpines.com](http://www.depedpines.com) | Facebook Page: [facebook.com/DepEdTayoBaguioCity](https://facebook.com/DepEdTayoBaguioCity)

“DepEd SDO Baguio City:  
*We Serve,  
We Care.*”