



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SAN VICENTE ELEMENTARY SCHOOL
Brgy San Vicente, Baguio City

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.: 2024-05-001
Quotation No.: 2024-05-0010
Date: 5/6/2024
ABC: 53,983.00

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 May 9,2023.


JANET K. DAGDAGEN
BAC Chairman

REQUIREMENTS:

5. Mayor's / Business permit
6. PhilGEPS registration number or certificate
7. Income/Business Tax Return
8. 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 _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	143	Pcs	Diploma for Grade 6		
2	256	Pcs	Diploma holder		
3	30	Pcs	Faculty Ribbons		
4	256	Pcs	Ribbons (parents)		
5	256	Pcs	Button pins (Graduates and Completers)		
6	15	Box	Dry seal		
7	113	Pcs	Certificates (Kindergarten)		
8	1	Pc	Tarpaulin (Graduation) 10x6		
9	1	Pc	Tarpaulin (for Kinder) 10X6		
10	196	Pcs	Bronze medals		
11	8	Pcs	Gold medals		
12	6	Pcs	Leighs for speakers		
13	150	Pcs	Program paper for kinder/min of 10 pages		
14	181	pcs	Program paper for grade 6/ min of 10 pages		
			X x x x x	TOTAL	

Purpose: to be used in the moving up/closing/graduation ceremony

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:

Designation