



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

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**REQUEST FOR QUOTATION**

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

Supplier:	Requesting Unit:SGOD/N. Tibangay
Address:	PR No.: 2024-05-127
Telephone No.:	Quotation No.: 2024-06-137
e-Mail:	Date: June 18, 2024
Delivery Period:	ABC: 106,960.00
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 June 28, 2024 29am

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

**CARMEL F. 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

POSTED IN PHILGEPS

**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	Plaque of recognition (acrylic with decal sticker, 1 layer, 5mm body thickness, 1 inch wooden base with black 2mm acrylic. Body height: 10 inch)		
2	1	Bottle	Printer ink, 003, magenta		
3	1	Bottle	Printer ink, 003, cyan		
4	1	Bottle	Printer ink, 003, yellow		
5	1	Bottles	Printer ink, 003, black		
6	170	Pieces	Certificate holder, holds certificates/diplomas/ citations sizes up to A4 size, super transparency to		





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			highlight your certificates, comes with 2 hangers for portrait or landscape orientations		
				<b>TOTAL</b>	
Purpose: Procurement of supplies and materials for the conduct of ReSPECT: Recognizing sponsors, partners and educators, and celebrating ties on November 15, 2024.					

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:



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://facebook.com/DepEdTayoBaguioCity)

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