



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: SGOD/C. Bangse-il
Address:	PR No.: 2024-06-132
Telephone No.:	Quotation No.: 2024-06-133
e-Mail:	Date: June 13, 2024
Delivery Period:	ABC: 9,800.00
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 19, 2024 2:00pm

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

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	10	Packs	Manila Paper, size: 36" X 48", pack of 10 sheets,		
2	2	Box	Permanent Marker, Fine point, 12 per box, Black		
3	1	Box	Permanent Marker, Fine point, 12 per box, Red		
4	1	Box	Permanent Marker, Fine point, 12 per box, blue		
5	3	Units	Storage Box, Size: 11" x 15 5/8" x 11" (WxLxH) 2 covers: Arlin (semi-rough texture) and Buffalo Skin (smooth), Made from premium quality thick paper materials to protect files and other belongings Spacious and durable		





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			With plastic pocket for label		
6	10	Boxes	Ballpen 0.5mm/0.7mm *Color:Black *line:0.5/0.7 *Smooth writing *Genuine original *12pcs per box		
7	100	Pieces	A5 Notebook Size : 142*203mm Spec.: 36 sheets Inside sheet: Line Thick paper Smooth Writing Easy to write and evenly absorb ink High Quality		
8	2	Packs	Certificate Paper, A4, 100pcs/pack, 200gsm		
9	10	Pieces	Certificate Paper Holder, A4, 10pcs		
				TOTAL	

Purpose: Procurement for the supplies, materials and equipment for the conduct of School and Division contingency plan write shop

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:

