



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: CID/L. Mangabay
Address:	PR No.: 2024-07-181
Telephone No.:	Quotation No.: 2024-07-172
e-Mail:	Date: July 31, 2024
Delivery Period:	ABC: 11,550.00
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 August 2, 2024 @ 9am

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

  
**CARMELLE 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	12	Pieces	.5 black gel pen		
2	12	Pieces	.5 blue gel pen		
3	12	Pieces	.5 red gel pen		
4	2	Pieces	Heavy duty puncher 2 holes		
5	20	Pieces	Clear storage box with lid 40 liters		
6	2	Reams	Colored paper 250 sheets 10 assorted colors		
7	10	Packs	Printable sticker paper- matte		
8	4	Pieces	Self-ink stamp		





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9	1	Piece	Rubber stamp		
					<b>TOTAL</b>
Purpose: Procurement of supplies and materials for the conduct of evaluation of supplementary learning resources					

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:

