

Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY  
DISTRICT 10  
**BAKAKENG NATIONAL HIGH SCHOOL**

**REQUEST FOR QUOTATION**


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

Supplier: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date received: \_\_\_\_\_

Requesting Unit: **Bakakeng National High School**  
PR No.: **2025-02-002**  
Quotation No.: **2025-02-002**  
Date: **February 7, 2025**  
ABC: **P 90,490.00**

\* **REGULAR MOOE**

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 **February 14, 2025**.

  
**HARILY D. DAGAO**

Chairperson, Bids and Awards Committee

**Requirements:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate

**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.

**POSTED IN PHILGEPS**

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	40	bottle/s	Ink Refill for Epson printer, 003, cyan		
2	40	bottle/s	Ink Refill for Epson printer, 003, magenta		
3	40	bottle/s	Ink Refill for Epson printer, 003, yellow		
4	69	bottle/s	Ink Refill for Epson printer, 003, black		
5	40	ream/s	Paper, Multipurpose A4		
6	40	ream/s	Paper, Multipurpose legal		
7	40	pack/s	Detergent powder, all purpose		
8	20	roll/s or pack/s	Trashbag, XXL size		
9	20	roll/s or pack/s	Trashbag, XL size		
10	120	pack/s	tissue, interfolded paper towel		
				<b>TOTAL</b>	

Purpose: procurement of office supplies & other supplies and materials for office use.

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Signature: \_\_\_\_\_

Printed Name : \_\_\_\_\_

TIN : \_\_\_\_\_

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