



Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
 SCHOOLS DIVISION OF BAGUIO CITY  
 MABINI ELEMENTARY SCHOOL

**REQUEST FOR QUOTATION**

<b>Supplier:</b>	_____	<b>Requesting Unit:</b>	MABINI ELEMENTARY SCHOOL
<b>Address:</b>	_____	<b>PR No.:</b>	PR No.: 2025-02-008
<b>Tel. #:</b>	_____	<b>Quotation No.:</b>	2025-02-008
<b>e-Mail:</b>	_____	<b>Date:</b>	February 4, 2025
<b>Date Received by the Supplier:</b>	_____	<b>ABC:</b>	<b>₱118,832.00</b>

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 11, 2025 5:00pm**

POSTED IN PHILGEPS

**ANGELBERT A. PEDNGA**

Bids and Awards Committee Chairperson

**Requirements:**

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income Business Tax Return (for ABC above 500,000.00)
4. Omnibus Sworn Statement (for ABC above 50,000.00)

**Note:**

- Submit RFQ together with the requirements
- All entries must be typewritten or legibly written
- Delivery period within \_\_\_\_\_ Calendar days
- Price validity shall be period of 30 days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	350	piece	Medals for Grades 1-6 -Refer to DepEd guidelines for standard size measurement		
2	480	piece	Printing of Certificate/ Diploma for Grade 6 and Kinder -inclusive of GOLD SEAL		
3	480	piece	Ribbons for parents Kinder and Grade 6 -personalized ribbon head -with school logo and name of school -with 2.75 inches native inabel cloth -inclusive of safety pin		
4	80	piece	Button pins for school personnel -2.25 inches diameter -personalized solo picture design -water resistant / laser printing		
5	480	piece	Button pins for learners (grade 6 and kinder) -2.25 inches diameter -personalized solo picture design -water resistant / laser printing		
6	480	piece	Souvenir program (grade 6 and kinder) -atleast 80 pages -inclusive of lay out -colored coverpage -black and white inside pages		
7	8	piece	lei for speaker, guest		
8	480	piece	Certificate holder for diploma -compatible with the size of diploma		
9	399	sqft	Tarpaulin 19ft *7ft -inclusive of lay out		
***Nothing Follows***					
<b>TOTAL:</b>					
<b>Purpose:</b> for the EOSY program					

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

Signature over Printed Name

TIN #

canvassed by: