



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY
SAN CARLOS HEIGHTS ELEMENTARY SCHOOL
PUROK 20, IRISAN, BAGUIO CITY

REQUEST FOR QUOTATION

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

REGULAR MOOE

Supplier: _____ Requesting Unit: SAN CARLOS HEIGHTS ES
 Address: _____ PR No.: 2025-02-006
 Telephone No.: _____ Quotation No.: 2024-02-004
 e-Mail: _____ Date: February 11, 2025
 Date received by the Supplier: _____ ABC: **Php 65,925.00**

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 18, 2025**.

MADELYNE L. JOSE
 School BAC Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement- updated

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within **seven to ten (7 to 10) Working Days before April 15, 2025**
- ✓ Price validity shall be for a period of 30 Calendar Days.
- ✓ Supplies and materials to be delivered at San Carlos Heights Elementary School

POSTED IN PHILGEPS

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
			Supplies and Materials for the Conduct of EOSY Activities		
			A. Graduation		
1	105	piece	a.1 Diploma printing, laser printing		
2	137	copy	a.2 Program Paper, colored, laser printing		
3	8	pack	a.3 Gold seal, per pack		
4	106	piece	a.4 Button pin for graduates (106 students)		
5	227	piece	a.5 Ribbon (28 school personnel, 3 guests and 106 parents, 90 loyalty awardees)		
6	50	piece	a.6 Printing of Certificate of recognition for awardees (glossy or photo paper)		
7	3	piece	a.7 Gold medal for awardees		
8	25	piece	a.8 Silver medal for awardees		
9	30	piece	a.9 Bronze medal for awardees		
			B. Moving-Up Ceremony		
10	90	piece	b.1 Certificate printing, laser printing		



Address: Purok 20, Irisan, Baguio City
Email Address: 136389@deped.gov.ph
Facebook page: DepEd Tayo San Carlos Heights Elementary School



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11	114	copy	b.2 Program Paper, colored, laser printing		
12	86	piece	b.3 Button pin for movers (86 students)		
13	90	piece	b.4 Ribbon (3 guests and 86 parents)		
			C. Closing and Recognition Program		
14	3	piece	c.1 Gold medal		
15	38	piece	c.2 Silver medal		
16	102	piece	c.3 Bronze medal		
17	5	piece	Lei for speakers and Guests		
18	3	piece	Tarpaulin, 7ft x 10ft		
				TOTAL	

Purpose: Procurement of supplies and materials for the conduct of End-Of-School Year rites activities for SY 2024-2025

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 (Please indicate if VAT or NONVAT)

Date/ Contact No.

Canvassed by: FEDERICO L. DULAY III



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