



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/N. Tibangay
Address:	PR No.:2025-02-023
Telephone No.:	Quotation No.: 2025-02-027
e-Mail:	Date: February 11, 2025
Delivery Period:	ABC: 39,675.00
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 February 17, 2025 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
5. PLEASE write the UNIT PRICE and TOTAL PRICE

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	20	Boxes	Ballpen, 0.5 ink, Gel pen, color: black		
2	20	Boxes	Ballpen, 0.5 ink, Gel pen, color: blue		
3	50	Packs	Sticker Paper, Matte, A4		
4	2	Boxes	Epson Ink, 001, black		
5	2	Boxes	Epson Ink, 001, yellow		
6	2	Boxes	Epson Ink, 001, cyan		



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

7	2	Boxes	Epson Ink, 001, magenta		
8	130	Pieces	Sako/Plastic Bags with Zipper - medium size (40x45 inches), heavy duty		
9	20	Pieces	Dishwashing Sponge		
10	12	Gallons	Dishwashing liquid		
11	5	Pieces	Steel wool scrubber		
12	25	Pieces	Bathroom Deodorant, round solid type		
13	15	Pieces	Scotch Tape, 2 inches, 300 meters		
14	6	Boxes	Binder Clips, 32mm in size		
15	6	Boxes	Binder Clips, 41mm in size		
16	5	Boxes	Binder Clips, 51mm in size		
				TOTAL	
Purpose: Procurement of additional supplies and materials for the conduct of 2025 sports activities CARAA 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

Date/Telephone No.

Canvassed by: