



**Republic of the Philippines**  
**Department of Education**  
**Cordillera Administrative Region**  
**SCHOOLS DIVISION OF BAGUIO CITY**  
**QUEZON HILL NATIONAL HIGH SCHOOL**  
**LAMUG ST., MIDDLE QUEZON HILL, BAGUIO CITY**

**REQUEST FOR QUOTATION**

Company/Supplier/Store: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
e-Mail: \_\_\_\_\_  
TIN: \_\_\_\_\_

PR No.: **2025-01-017**  
Quotation No.: **2025-01-017**  
Date: March 6, 2025  
ABC: **Php 57,247.00**

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 \_\_\_\_\_.

March 12, 2025 @ 9:00 AM

  
**FRAMYR B. YMANA**

Chairperson, Bids and Awards  
Committee

**REQUIREMENTS:**

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

**Note:**

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Delivery period within 15 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	45	piece	Academic Medal -Gold 6cm, 1" green ribbon lace with printed name of the school		
2	20	piece	Academic Medal – Silver 6cm, 1" green ribbon lace with printed name of the school		
3	200	piece	Academic Medal – Bronze 6cm, 1" green ribbon lace with printed name of the school		
4	200	piece	Printing of Completion Certificates- A4, Parchment paper		
5	40	piece	Printing of Diploma- A4, Parchment paper		
6	240	piece	Button pins for Completers and Graduates		
7	1	piece	Printing of Tarpaulin for Graduation and Moving up Ceremony (10ft x 20ft)		
8	3	piece	Plaque for Special Awards		
9	300	piece	Printing of Souvenir Program Paper Paper: A4, booklet type Cover: Glossy and colored Pages: 50 pages		

**Purpose: Materials for the conduct of the Graduation and Moving Up Ceremony. (Junior High)**

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

\_\_\_\_\_  
Signature over Printed Name