



REQUEST FOR QUOTATION

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

Supplier: _____
Address: _____
Telephone No.: _____
e-Mail: _____
Date received by the Supplier: _____

Requesting Unit: SHS Department
PR No.: S2025-05-018
Quotation No.: RFQ 2025-05-018
Date: May 21, 2025
ABC: Php 100, 000.00

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 *May 27, 2025 29am*

REGISTERED IN PHILGEPS

Aurea Daweng
AUREA D. DAWENG

Chairman, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

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 5 Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days

Item	Qty.	Unit	Item Description	Unit Price	Total Price
1	2000	pcs	ID printing, PVC card, with plastic protector, 1/2" violet/purple lace printed with name of school		
			nothing follows		

Purpose: for ID printing of students and personnel

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: _____