



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

**REQUEST FOR QUOTATION**

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

Supplier: \_\_\_\_\_ Requesting Unit: Doña Aurora Elementary School  
 Address: \_\_\_\_\_ PR No.: PR No.: 2025-017-05  
 Telephone No.: \_\_\_\_\_ Quotation No.: 2025-017-05  
 e-Mail: \_\_\_\_\_ Date: June 3, 2025  
 Date received by the Supplier: \_\_\_\_\_ **ABC: ₱ 77,152.26**

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 June 10, 2025.

**VICTOR U. SOTELO JR.**  
 BAC Chairperson

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 Day

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	26	pc	High Quality, Kiddie Arm Chair, green		
2	1	pc	Glue gun (80 watts)		
3	1	pc	Circuit breaker (60 AMP)		
4	1	box	Tek Screw (for metal)		
5	1	box	drill bit (for metal)		
6	1	pc	pressure cooker, 9L capacity		
7	2	pc	percolator, 9L		
8	38	pc	soft broom		
9	28	pc	dustpan		
10	9	pack	garbage bag xl, (100pc/pack)		
11	40	bottle	hand soap liquid 500ml		

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
12	7	pc	outdoor trash bin 100 liters		
13	40	pouch	detergent		
14	50	bottle	bleach floral scent 1000 ml		
15	50	gallon	ALCOHOL, Ethyl, 1 Gallon		
<b>TOTAL</b>					
<b>Purpose:</b> Procurement semi – expandable material, and other office supplies and materials.					

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

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

\_\_\_\_\_  
Tin No.

\_\_\_\_\_  
Canvassed by:

\_\_\_\_\_  
Date/Telephone No.