



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:CID/J. Sannad
Address:	PR No.:2025-08-205
Telephone No.:	Quotation No.: 2025-08-201
e-Mail:	Date: August 27, 2025
Delivery Period:	ABC: 100,000.00
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 September 1, 2025 29am

Failure to submit this on or before the due date aforesated 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 Cost	Unit Price	Total Price
1	25	Pax	VENUE WITH ACCOMMODATION INCLUSIVE OF MEALS AND SNACKS FOR TWO (2) DAYS	2,000.00 /pax per day		
			***NOTE: 1. Venue with relaxing and refreshing environment for recreational activities;			



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@deped.gov.ph





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			<ol style="list-style-type: none">2. Venue is outside Baguio preferably La Union Area or other nearby provinces3. Functional hall with free strong internet/WIFI connectivity;4. One (1) airconditioned or well-ventilated session hall with tablets and chairs that can accommodate at least 25 participants following safety and health protocols based on IATF and LGU issuances, with audio and video system/LCD projector with 2 microphones;5. With free-flowing brewed coffee, tea, milo, milk and water			
					TOTAL	
Purpose: Procurement of venue with accommodation inclusive of meals and snacks for the finalization of Supplementary Learning Resources (SLRs) for school libraries on September 17-19, 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

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Date/Telephone No.

Canvassed by: