



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. 2025-08-180
Telephone No.:	Quotation No.: 2025-08-176
e-Mail:	Date: August 5, 2025
Delivery Period:	ABC: 37,400.00
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 August 12, 2025 @ 9:30 AM

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	ABC	Unit Price	Total Price
1	16	Boxes	Hot cocoa milk (chocolate hazelnut flavor) 26g x 8 envelopes/sachets; net weight-208g (expiry date/best before May 2026 or beyond)			
2	2	Packs	Coffee stirrer, wood, approx. 500 pcs per pack			



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph



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3	16	Boxes	Café art-matcha latte: nippon natural, 12 sachets x 25g (expiry date/best before May 2026 or beyond)			
4	7	Kilos	Brown sugar			
5	6	Boxes	Tea, infusion peppermint and lemon (zesty & fresh, 20 x 1.5g (expiry date/best before May 2026 or beyond)			
6	15	Packs	Ground coffee bean, hazelnut flavor, 750g per pack			
7	16	Boxes	Coffee mix, with mangosteen expcarp (garcinia mangostana L) (expiry date/best before May 2026 or beyond)			
8	15	Boxes	Sugar free 5 in 1 coffee mix 21g x 20 sachet/box (coffee with non-dairy creamer, agaricis mushroom blazie murill, Korean ginseng extract) (expiry date/ best before May 2026 or beyond)			
9	10	Packs	Paper cups, 8oz, 50 pcs per pack			
					TOTAL	
Purpose: Procurement of supplies and materials for social mobilization and networking operations						

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

Canvassed by:

Signature over Printed Name

Tin

Date/Telephone No.



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