



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.:2025-10-244
Telephone No.:	Quotation No.: 2025-10-247
e-Mail:	Date: October 9, 2025
Delivery Period:	ABC: 102,000.00
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 October 15, 2025 2pm

**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	Unit Cost	Unit Price	Total Price
1	85	Pax	Day 1 AM Snack, Lunch, PM Snack (House Specialties)	600.00		
2	85	Pax	Day 2 AM Snack, Lunch, PM Snack (House Specialties)	600.00		
			* With Function/ Session Hall- wide airconditioned hall for workshop with tables and chairs that can accommodate			



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			100 pax with free internet or wifi connectivity and must include the following: *Functional Sound System * Microphones (1 at the stage and 1 mic stand at the center facing the audience *2 LCD projectors with screen installed at both sides of the stage. *Technical staff and waiters to assist during the entire event. *Well lighted and well-ventilated venue. *With functional restrooms and complete toiletries designated for male, female and PWD.			
			Date: November 6-7, 2025			
			*To process payment upon completion of service			
					<b>TOTAL</b>	
Purpose: Procurement of meals and snacks for SBFPIR participants on November 6 and 7, 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

\_\_\_\_\_  
Tin

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

Canvassed by: