



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Division of Baguio City
 District 10



PACDAY QUINIO ELEMENTARY SCHOOL
 Km. 4, Asin Road, Baguio City

REQUEST FOR QUOTATION

Standard Form: SF-GOOF-60

Revised on: May 24, 2004

Standard Form Title: Request for Quotation

Supplier:

Address:

Telephone: No.:

Email:

Date Received by the Supplier:

Requesting Unit: Pacday Quinio ES

PR No.:2025-11-001

Quotation No.: 2025-11-001

Date: November 6, 2025

ABC: **59,464.40**

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 November 12, 2025.


ARTHUR U. MANGILI

Chairperson, 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 requirements.
- ✓ All entries must be type written or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within _____ Calendar Days
- ✓ Price validity shall be for a period of 30 Calendar Days

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	1	Unit	Eco Tank, Ink Tank Printer		
2	5	Unit	3-in-1 Printer, SCAN, XEROX AND PRINT		
				TOTAL	
Purpose: procurement of semi-expendable machinery and equipment.					

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 No.

 Date/Telephone No.