



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OF BAGUIO CITY
 SAN VICENTE NATIONAL HIGH SCHOOL
 San Vicente, Baguio City

REQUEST FOR QUOTATION

Company/Supplier/Store: _____
 Address: _____
 Telephone No.: _____
 e-Mail: _____
 TIN: _____

PR No.: **2025-11-055**
 Quotation No.: **2025-11-055**
 Date: **November 17, 2025**
 ABC: **P210,000.00**

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 24, 2025 9am.

WALTER B. OPDOD

Chairperson, Bids and Awards Committee

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPs registration number or certificate
3. Omnibus Sworn Statement (for ABC above 50K)
4. Income/Business Tax Return (for ABC above 500K)

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 _____ Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	47	Ream	Bond Paper, Multipurpose, A4		
2	8	Bottle	Printer Ink, Brother, Black		
3	9	Bottle	Printer Ink, Brother Ink, C, M, Y		
4	10	Bottle	Printer Ink, Epson 003, Black		
5	2	Unit	Printer, ADF, Photocopy, Legal		
6	1	Set	Desktop, Intel Core I5 16GB Ram, 512 SSD with Monitor, Keyboard & Mouse		
7	1	Unit	Wireless Microphone		
8	1	Unit	512 SSD		
9	4	unit	Smart TV, with bracket & extension		
TOTAL					

Purpose: Procurement of school supplies in support of the SHS Pilot Implementation

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

Canvassed by: _____

 Signature over Printed Name of Supplier



Address: San Vicente, Baguio City
Contact Number: (074) 442-4562
Email Address: 305278@deped.gov.ph / svnationalhighschool@gmail.com
Facebook Page: DepEd Tayo San Vicente National High School