



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OF BAGUIO CITY
 DISTRICT II
FORT DEL PILAR ELEMENTARY SCHOOL
 Fort del Pilar, Baguio City



REQUEST FOR QUOTATION

Standard Form No.: SF-GOOD-60
 Revised on: May 24, 2004
 Standard Form Title: Request for Quotation

Supplier: _____
Address: _____
Telephone No.: _____
eMail: _____
Date received by the Supplier: _____

PR No.: PR-2026-02-003
Quotation No.: Q-2026-02-002
Date: 2/24/2026
ABC: ₱83,780.00

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 **February 27, 2026; 9:00 AM.**

LUCIA F. PANGKET
 BAC Chairman

REQUIREMENTS:

1. Mayor's / Business Permit
2. PhilGEPS registration number or certificate
3. Omnibus Sworn Statement

Note:

- Submit RFQ together with the requirements
- All entries must be typewritten or legibly written
- Delivery period **on or before March 24, 2026.**
- Price validity shall be for a period of **30 Calendar Days**

NOTE: Pls Indicate the brand or specs of your offering if applicable

Pls. check applicable: **Free Delivery** Can Comply Cannot Comply

| Item No. | Qty | Unit | Item Description | Bidder's Specs | Unit Price | Total Price |
|----------|-----|-------|--|----------------|------------|-------------|
| 1. | 188 | piece | customized button pins (graduates) | | | |
| 2. | 188 | piece | ribbons (parents) | | | |
| 3. | 41 | piece | ribbons (faculty) | | | |
| 4. | 90 | piece | ribbons (loyalty awards) | | | |
| 5. | 188 | piece | diploma printing w/ paper & gold seal | | | |
| 6. | 233 | piece | souvenir program paper (graduates/faculty/others) | | | |
| 7. | 4 | piece | ready made leigh (graduation) - (confirmer, guest speaker, PSDS, SH) | | | |
| 8. | 188 | piece | diploma holder, 9.5" x 12.5" | | | |
| 9. | 2 | piece | certificate holder, A4 (confirmer & guest speaker) | | | |
| 10. | 79 | piece | certificate holder, A4 (academic and special award) | | | |
| 11. | 1 | piece | tarpaulin (lay-out and printing)-graduation program (5ft x 16ft) | | | |
| 12. | 13 | piece | special awards medal, gold, 5cm | | | |
| 13. | 2 | piece | Academic Medal-Gold, 6 cm - with printed name of school | | | |
| 14. | 9 | piece | Academic Medal-Silver, 6 cm - with printed name of school | | | |

| Item No. | Qty | Unit | Item Description | Bidder's Specs | Unit Price | Total Price |
|----------|-----|-------|---|----------------|------------|-------------|
| 15. | 55 | piece | Academic Medal-Bronze, 6 cm - with printed name of school | | | |
| 16. | 124 | piece | ribbons (movers) | | | |
| 17. | 124 | piece | ribbons (parents) | | | |
| 18. | 124 | piece | certificate printing with paper & gold seal | | | |
| 19. | 124 | piece | certificate holder, 9.5" x 12.5" | | | |
| 20. | 134 | piece | souvenir program paper (movers, faculty & visitors) | | | |
| 21. | 2 | piece | ready made leigh (moving-up) | | | |
| 22. | 1 | piece | tarpaulin (lay-out and printing)-moving-up program (5ft x 16ft) | | | |

TOTAL

Purpose: for SY 2025-2026 Year-End Activities (Apr. 2026)

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

Canvassed by:

Printed Name Over Signature

Signature over Printed Name

TIN

Date / Telephone No.



FORT DEL PILAR ELEMENTARY SCHOOL
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