



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 SCHOOLS DIVISION OF BAGUIO CITY
 DISTRICT 6
 JOSEFA CARIÑO ELEMENTARY SCHOOL

REQUEST FOR QUOTATION

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

Supplier: _____ Requesting Unit: **JOSEFA CARIÑO ES**
 Address: _____ PR No.: 2026-02-003
 Telephone No.: _____ Quotation No.: 2026-02-002
 e-Mail: _____ Date: February 3, 2026
 Date received by the Supplier: _____ ABC: **Php 114,435.00**

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 12, 2026**.

R. Cawilan
ROSARIO R. CAWILAN
 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.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period: **March 30-31, 2026**
- ✓ Price validity shall be for a period of **30** Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	50	piece	Gold Medal, with DepEd seal, 5cm diameter, 25g, 1 inch ribbon lace with name of the school		
2	5	piece	Gold Medal, with DepEd seal, 6cm diameter, 30g, 1 inch ribbon lace with name of the school		
3	10	piece	Silver Medal, with DepEd seal, 6cm diameter, 30g, 1 inch ribbon lace with name of the school		
4	250	piece	Bronze Medal, with DepEd seal, 6cm diameter, 30g, 1 inch ribbon lace with name of the school		
5	180	piece	Ribbons for Grade 6 graduates with pin, inabel cloth, with school logo and school name		
6	175	piece	Ribbons for Kinder completers with pin, inabel cloth, with school logo and school name		
7	355	piece	Ribbons for Parents with pin, inabel cloth, with school logo and school name (Kinder=175 pax and Grade 6=180 pax)		
8	63	piece	Ribbons for Employees with pin, inabel cloth, with school logo and school name (Faculty=56, Non-teaching Personnel=7)		



Address: F. Yandoc St., Baguio City
 Telephone No.: (074) 442-3149
 E-mail: josefacarinoelemschool@gmail.com/ 136385@deped.gov.ph
 Facebook Page: DepEd Tayo Josefa Cariño ES



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Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
9	180	piece	Elementary Certificate (Grade 6), colored with gold notarial seal		
10	175	piece	Kindergarten Certificate, colored with gold notarial seal		
11	355	piece	Diploma Holder (Kinder and Grade 6), color: dark green		
12	185	piece	Kindergarten Moving-up Program, colored cover, black and white inside pages, 8.5"x11", folded, with class pictures and solo pictures, on site picture taking, inclusive of layout, draft should be checked before final printing		
13	190	piece	Graduation Exercises Program, colored cover, black and white inside pages, 8.5"x11", folded, with class pictures and solo pictures, on site picture taking, inclusive of layout, draft should be checked before final printing		
14	5	piece	Token for the Guests		
15	6	piece	Lei, inabel lace, school logo printed in the core (Resource Speaker & Confirming Official)		
16	2	piece	Tarpaulin, 13 ft x 6 ft		
17	1	piece	Tarpaulin, 15 ft x 10 ft		
			~NOTHING FOLLOWS~		
				TOTAL	

Purpose: Procurement of other supplies and materials for the conduct of the Year-End Programs (Graduation, Completion and Recognition Activities).

Additional Notes:

- Supplier shall deliver the item to the school within the delivery period.
- Supplier can attach picture or indicate brand of the offered item.
- Bidders may submit their quotations through email: 136385@deped.gov.ph

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

Canvassed by:

Date/Telephone No.

Canvasser



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